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Introduction

CoderDojo Wexford Town is fully committed to safeguarding the wellbeing of its participants by protecting them from physical, sexual and emotional harm and neglect.

CoderDojo Wexford Town endeavours to maintain the highest possible standards for child protection, welfare and the protection of young people attending CoderDojo Wexford Town.

CoderDojo Wexford Town accepts that in all matters concerning child protection, the welfare and protection of the young person is the paramount consideration. This child protection policy and code of behaviour aims to protect young people and Mentors involved in CoderDojo Wexford Town. It covers the following areas:

1. Definition and Recognition of child abuse
2. Reporting and Procedures
3. The Designated Person
4. Child Welfare Officers
5. Codes of Behaviour for Mentors and Participants Involved with CoderDojo Wexford Town
6. Procedures for the Selection and Vetting of Mentors
7. Dealing with allegations against Mentors.

Who does this child protection policy apply to?

This child protection policy applies to all mentors of CoderDojo Wexford Town and other volunteers. Everyone to whom the policy applies is required to familiarise themselves with the contents of the policy prior to commencing their involvement with CoderDojo Wexford Town.

Overview

Child abuse is a difficult subject; it is understandable that people may at times be reluctant to acknowledge its existence. Members of the public or professionals may be afraid of being thought insensitive, breaking confidence or appearing disloyal if they report suspected child abuse. However, early intervention may reduce the risk of serious harm occurring to a child at that time or in the future.

Responsibility to report suspected or actual abuse

Any person, who suspects that a child is being abused, or is at risk of abuse, has a responsibility and a duty of care to report their concerns to the Health Service Executive, either directly or through the Designated Person (see Section 3). The Protection for Persons Reporting Child Abuse Act, 1998 provides immunity from civil liability to persons who report child abuse 'reasonably and in good faith' to a Designated Person (in this instance the person specified in Section 3 of this document), the Health Service Executive or the Gardaí (Children First, National Guidelines for the Protection and Welfare of Children 2011).

[see http://www.dcy.gov.ie/documents/child_welfare_protection/ChildrenFirst.pdf]

1. Definition and Recognition of Child Abuse

A child is defined as an unmarried person under the age of 18 years. Child abuse generally falls into four categories:

1.1. Neglect

Neglect can be defined in terms of an omission, where the child suffers significant harm or impairment of development by being deprived of food, clothing, warmth, hygiene, intellectual stimulation, supervision and safety, attachment to and affection from adults, and/or medical care.

- Harm can be defined as the ill-treatment or the impairment of the health or development of a child. Whether it is significant is determined by the child's health and development as compared to that which could reasonably be expected of a child of similar age.
- Neglect generally becomes apparent in different ways over a period of time rather than at one specific point. For example, a child who suffers a series of minor injuries may not be having his or her needs met in terms of necessary supervision and safety. A child whose height or weight is significantly below average may be being deprived of adequate nutrition. A child who consistently misses school may be being deprived of intellectual stimulation.
- The threshold of significant harm is reached when the child's needs are neglected to the extent that his or her well-being and/or development are severely affected. (Children First, National Guidelines for the Protection and Welfare of Children 2011, p8).

1.2. Emotional Abuse

Emotional abuse is normally to be found in the relationship between a parent/carer and a child rather than in a specific event or pattern of events. It occurs when a child's developmental need for affection, approval, consistency and security are not met. Unless other forms of abuse are present, it is rarely manifested in terms of physical signs or symptoms. Examples may include:

- (i) the imposition of negative attributes on a child, expressed by persistent criticism, sarcasm, hostility or blaming;
- (ii) conditional parenting in which the level of care shown to a child is made contingent on his or her behaviours or actions;
- (iii) emotional unavailability of the child's parent/carer;
- (iv) unresponsiveness of the parent/carer and/or inconsistent or inappropriate expectations of the child;
- (v) premature imposition of responsibility on the child;
- (vi) unrealistic or inappropriate expectations of the child's capacity to understand something or to behave and control himself or herself in a certain way;
- (vii) under- or over-protection of the child;
- (viii) failure to show interest in, or provide age-appropriate opportunities for, the child's cognitive and emotional development;
- (ix) use of unreasonable or over-harsh disciplinary measures;
- (x) exposure to domestic violence;
- (xi) exposure to inappropriate or abusive material through new technology.

Emotional abuse can be manifested in terms of the child's behavioural, cognitive, affective or physical functioning. Examples of these include insecure attachment, unhappiness, low self-esteem, educational and developmental underachievement, and oppositional behaviour. The threshold of significant harm is reached when abusive interactions dominate and become typical of the relationship between the child and the parent/carer. (Children First, National Guidelines for the Protection and Welfare of Children 2011, p8).

1.3. Physical Abuse

Physical abuse of a child is that which results in actual or potential physical harm from an interaction, or lack of interaction, which is reasonably within the control of a parent or person in a position of responsibility, power or trust. There may be single or repeated incidents.

Physical abuse can involve:

- (i) severe physical punishment;
- (ii) beating, slapping, hitting or kicking;
- (iii) pushing, shaking or throwing;
- (iv) pinching, biting, choking or hair-pulling;
- (v) terrorising with threats;
- (vi) observing violence;
- (vii) use of excessive force in handling;
- (viii) deliberate poisoning;
- (ix) suffocation;
- (x) fabricated/induced illness;
- (xi) allowing or creating a substantial risk of significant harm to a child.

(Children First, National Guidelines for the Protection and Welfare of Children 2011, p8).

1.4. Sexual Abuse

Sexual abuse occurs when a child is used by another person for his or her gratification or sexual arousal, or for that of others. Examples of child sexual abuse include:

- (i) exposure of the sexual organs or any sexual act intentionally performed in the presence of the child;
- (ii) intentional touching or molesting of the body of a child whether by a person or object for the purpose of sexual arousal or gratification;
- (iii) masturbation in the presence of the child or the involvement of the child in an act of masturbation;
- (iv) sexual intercourse with the child, whether oral, vaginal or anal;
- (v) sexual exploitation of a child, which includes inciting, encouraging, propositioning, requiring or permitting a child to solicit for, or to engage in, prostitution or other sexual acts. Sexual exploitation also occurs when a child is involved in the exhibition, modelling or posing for the purpose of sexual arousal, gratification or sexual act, including its recording (on film, video tape or other media) or the manipulation, for those purposes, of the image by computer or other means. It may also include showing sexually explicit material to children, which is often a feature of the 'grooming' process by perpetrators of abuse;

(vi) consensual sexual activity involving an adult and an underage person. In relation to child sexual abuse, it should be noted that, for the purposes of the criminal law, the age of consent to sexual intercourse is 17 years for both boys and girls. An Garda Síochána will deal with the criminal aspects of the case under the relevant legislation. It should be noted that the definition of child sexual abuse presented in this section is not a legal definition and is not intended to be a description of the criminal offence of sexual assault. (Children First, National Guidelines for the Protection and Welfare of Children 2011, p8).

1.5 Awareness of Bullying:

Whilst Bullying is not a category in itself it is important to be aware of it in relation to child abuse. Bullying can be defined as repeated aggression be it verbal, psychological or physical which is conducted by an individual or group against others. Bullying behaviour may take place in any setting whether it be in schools, the home or in a CoderDojo Wexford Town setting. In the first instance, it is the responsibility of the Mentor to deal with bullying which may take place within the organisation. The more extreme forms of bullying behaviour would be regarded as physical or emotional abuse and are reportable to the statutory authorities. Incidents should be dealt with immediately and not tolerated under any circumstances. For more information on bullying, "Lets beat bullying" a complete anti-bullying resource for those working with young people in youth work settings is available as a download on www.youthhealth.ie

2. Reporting Procedures

CoderDojo Wexford Town provides an environment which encourages security, confidence, and trust thereby enabling young people to share their concerns. A young person will select carefully the recipient of his or her disclosure and the person chosen will be someone who the young person trusts and in whom they have confidence.

It is important that a young person who discloses child abuse feels supported and facilitated in what, for him or her, may be a frightening and traumatic process. A young person may feel perplexed, afraid, angry, despondent and guilty. It is important that any negative feelings that a young person may have are not exacerbated by the kind of response that the disclosure elicits. A young person who divulges child abuse to a Mentor has engaged in an act of trust and their disclosure must be treated with respect, sensitivity, urgency and care.

2.1 How to Respond

It is of the utmost importance that disclosures are treated in a sensitive and discreet manner and any response to a young person making such a disclosure should take the following into consideration:

- a) Take what the young person says seriously.
- b) React calmly as over-reaction may intimidate the young person and increase any feelings of guilt that he/she may have.
- c) Reassure the young person that he/she was correct to tell somebody what happened.
- d) Listen carefully and attentively.
- e) Never ask leading questions.
- f) Use open-ended questions to clarify what is being said and try to avoid having them repeat what they have told you.
- g) Do not promise to keep secrets.
- h) Advise that you will offer support, but that you must pass on the information.
- i) Do not express any opinions about the alleged abuser to the person reporting to you.
- j) Do not confront the alleged abuser.
- k) Write down immediately after the conversation what was said including all the names of those involved, what happened, where, when, if there were any witnesses and any other significant factors noting any visible marks on the individual that is making the report or any signs observed.
- l) All reports should be signed and dated by the person recording the event indicating the time the notes were made.
- m) Explain and make sure that the young person understands what will happen next.
- n) Ensure that the information is restricted to those who need to know it.
- o) Allegations made should not be investigated by CoderDojo Wexford Town Mentors but passed on to the Designated Person immediately.

2.2 What does a Mentor do if he/she suspects that a young person is being abused or neglected?

- a) A Mentor should endeavour to ensure in so far as is possible that no situation arises which could cause any further risk to the individual.
- b) Record the facts as you know them; include the young person's name, address, nature of the concern/allegation/disclosure and where possible information about a parent/guardian: The Designated Person will keep this information in a secure place. (see Section 3)

2.3 If reasonable grounds for concern exist, a report will be made by the Designated Person to the local Duty Social Worker of the Health Service Executive.

The following examples would constitute reasonable grounds for concern:

- a) Specific indication from the participant that he/she was abused.
- b) An account by a person who saw the young person being abused.
- c) Evidence, such as an injury or behaviour, which is consistent with abuse and unlikely to be caused another way.
- d) An injury or behaviour which is consistent both with abuse and with an innocent explanation but where there are corroborative indicators supporting the concern that it may be of abuse. An example of this would be a pattern of injuries, an implausible explanation, and other indications of abuse or dysfunctional behaviour.
- e) Consistent indication over a period of time that a child is suffering from emotional or physical neglect.
- f) If there is an immediate risk to a young person the Mentor should contact An Garda Síochána.
- g) The designated person will ensure that the most appropriate person i.e. the CoderDojo Wexford Town Child Protection Designated Officer or a mentor will consult with the young person's parents/guardian in relation to the concern and the possibility of a report being made to the Health Services Executive, unless it is not in the best interests of the young person to do so. A suspicion, which is not supported by any objective indication or abuse or neglect, would not constitute a reasonable suspicion or reasonable grounds for concern. However, these suspicions should be recorded or noted internally by the Designated Person as future suspicions may lead to the decision to make a report and earlier suspicions may provide important information to the HSE.

3. Code of Behaviour for Volunteers & Participants at CoderDojo Wexford Town

- a) Mentors and volunteers at CoderDojo Wexford Town should be sensitive to the fact that jokes of a sexual nature may be offensive to others and should never be told in the presence of young people.
- b) Mentors and volunteers at CoderDojo Wexford Town should be sensitive to the implications of becoming too involved with or spending a lot of time with any one young person.
- c) Where a mentor or volunteer of CoderDojo Wexford Town has a concern about the nature of a particular relationship involving themselves or another mentor, volunteer or young person, they should discuss it with a designated Child Welfare Officer.
- d) Mentors and volunteers at CoderDojo Wexford Town should not have a physical relationship with a young person/participant. Junior Mentors (under 18 years old) are discouraged from have a relationship with a fellow participant/peer group during CoderDojo activities.
- e) All young people/participants at CoderDojo Wexford Town must sign with their parents, the CoderDojo Wexford Town Code of Conduct. The Code of Conduct may be updated as necessary. (see Appendices)
- f) It is recommended that mentors and other volunteers at CoderDojo Wexford Town be sensitive to the potential risk to personal safety which may arise when they meet alone with a young person in a room. Where it is feasible they should leave the door open or inform another colleague that they will be alone in the room with the individual in question. Mentors should never be alone in any classroom with a young person/participant.
- g) It is recommended that attempts are made to develop a positive attitude among young people that respects the personal space, safety and privacy of their peers.
- h) It is recommended that if a Mentor or volunteer at CoderDojo Wexford Town provide transport for participants in the course of their involvement with CoderDojo Wexford Town there should in so far as is possible be two or more participants in the car and that such transport should only be provided with the full knowledge and consent of the young person(s)' parents or guardian(s).
- i) Mentors and volunteers at CoderDojo Wexford Town must never physically punish or be verbally abusive to a young person.

3.1 Procedures for Mentors, & volunteers at CoderDojo Wexford Town involved in overnight activities

In the very rare occasion when CoderDojo Wexford Town take young people away, for example, overseas competitions, Mentors and volunteers should consider the following matters:

- a) A Mentor should always carry a mobile phone with the battery fully charged in case of emergencies.
- c) A Mentor should ensure that insurance is obtained and is adequate to cover all aspects of the trip.
- d) Parental knowledge and consent - written consent should be obtained from parents/guardians before taking young people under the age of 18 away on a trip. (see Appendix 1)
- e) Medical concerns – Mentors should ensure that they are in possession of medical information in relation to the Award participant which might be relevant e.g. allergies/medication regimes. (See Appendix 2) Mentors should also ensure that they are in possession of a fully stocked first aid kit.
- f) Sleeping arrangements - sleeping areas for males and females should be separate and supervised by two adults who should be of the same gender as the group being supervised.

- g) Maintaining standards and good practice in the relaxed atmosphere of a trip away from home may be difficult as normal boundaries and standards of behaviour can be inadvertently crossed over. Mentors and volunteers with CoderDojo Wexford Town should agree a code of behaviour/ground rules with the participants before departure.
- h) A ratio of one leader to every 10 participants should be adhered to and there should be a minimum of two leaders participating in the actual activity in the event of an accident/incident occurring, which could leave the group vulnerable.
- i) Emergency contact numbers for the parents/guardians of participants should be available to leaders at all times.

3.2 Adults other than Mentors involved in assisting with the CoderDojo

Mentors should make every effort possible to make other adults who assist with the Dojo aware of this Child Protection Policy. The Policy is available from the CoderDojo or may be downloaded from www.wexfordcoderdojo.com

3.3 Guidelines for the use of technology

Mentors and CoderDojo Wexford Town must adhere to following guidelines around the use of mobile phones and internet during CoderDojo activities.

- a) A mobile phone / computer can be a great communication method and a potential safety tool for everyone, including young people. However, mobile phones / computers can be used by some to bully others by sending threatening and unpleasant text messages and/or picture messages. This behaviour will be treated in the same manner as any other form of bullying.
- b) Mentors and participants together should agree a policy or ground rules on the use of any form of communications technology when undertaking CoderDojo Wexford Town activities.
- c) Young people will be advised to save any offensive messages or pictures and to always tell an adult immediately. If messages are stored, it is usually possible to trace and identify the culprit.
- d) Mentors will advise young people of the need to use mobile phones with care, not to be tempted to use their phone to bully others and not to allow others to use their mobile phones.
- e) Mentors will advise young people not to post personal details or photographs online
- f) If a CoderDojo Wexford Town participant or a Mentor gives his or her mobile as the contact phone, ensure that the facility to keep the phone charged is available and that the phone has credit.
- g) Camera phones should be used safely and responsibly.
- h) Camera phone users should respect the private lives of others and not take or distribute pictures of other people if it is an invasion of their privacy.
- i) Sending obscene, indecent or menacing pictures will not be tolerated.
- j) Young people will be warned of the dangers of sending photographs of themselves to someone they do not know very well.
- h) Unacceptable use of the internet by Mentors and Attendees includes, but is not limited to:
 - Access to sites that contain obscene, hateful, pornographic, unlawful, violent or otherwise illegal material
 - Sending or posting discriminatory, harassing, or threatening messages or images on the Internet or via CoderDojo Wexford Town email service

- Using computers to perpetrate any form of fraud, and/or software, film or music piracy
- Downloading, copying or pirating software and electronic files that are copyrighted or without authorization
- Sharing confidential material or proprietary information outside of the organization
- Hacking into unauthorized websites
- Introducing malicious software onto the host network and/or jeopardizing the security of the organization's electronic communications systems
- Sending or posting chain letters, solicitations, or advertisements not related to dojo business
- Passing off personal views as representing those of the organization

3.4 The following guidelines are for Mentors and CoderDojo Wexford Town participants on the use of cameras and audio visual images to avoid any misuse.

- a) CoderDojo Wexford Town will undertake in as far as it is possible to get permission for the use of images of CoderDojo Wexford Town Participants and Mentors before using their images for publicity purposes.
- b) CoderDojo Wexford Town will seek parental/guardian permission for the use of photographs of CoderDojo Wexford Town participants under the age of 18 for any publicity purposes.
- c) Only images of CoderDojo Wexford Town participants in appropriate dress will be used.
- d) Inappropriate use of images of CoderDojo Wexford Town participants or Mentors will be brought to the attention of the Designated Person.
- e) At public events CoderDojo Wexford Town will publicly announce the use of a photography and audio visual equipment so that anyone wishing to avoid being photographed or videoed can remove themselves.

4. Procedures for the selection and vetting of Mentors and Volunteers

4.1 Selection of Mentors

- a) All prospective Mentors will be subjected to the Garda Vetting process
- b) CoderDojo Wexford Town reserves to right to request and contact referees by telephone and request a written or oral reference.
- c) If the information received is deemed to be in conflict with the role of the Mentor the Designated Person or a person appointed may:
 - a. Request a meeting with the prospective Mentor to discuss the implications of the information and offer the prospective Mentors the opportunity to explain.
 - b. Inform the prospective Mentor that they have not been successful in their application to become a Mentor due to information received about them through the formal vetting process and or the selection process.
- d) Once the selection and formal vetting process has been satisfactorily completed the Mentor will be informed.
- e) All new Mentors will receive an outline of the role of Mentor and a copy of CoderDojo Wexford Town Child Protection and Code of Conduct and may be requested to attend a Mentor information workshop before commencing their role as a Mentor.

4.2 Vetting of Mentors

- a) The vetting of prospective Mentors will be undertaken in accordance with the recommendations in the report of the Inter-Departmental Committee on Garda Vetting as they apply to the Voluntary Youth Work Sector.
- b) CoderDojo Wexford Town will liaise with the Garda Central Vetting Unit.
- c) The information disclosed by An Garda Síochána will only be used for the purposes for which it was sought having full regard to the competing rights of the applicant, the Mentor and the young people who are likely to be entrusted to his/her care.
- d) CoderDojo Wexford Town will endeavour to maintain the confidentiality of information in the interest of ensuring that the applicant's entitlement to privacy is not infringed.
- e) In the event of information on convictions being received from the Garda Central Vetting Unit the Child Protection Designated Officer & Deputy-Designated Officer will determine the suitability of the applicant to become a mentor with CoderDojo Wexford Town. Decisions on whether to accept an applicant will involve consideration of all administration information, selection procedure as well as the Garda Vetting findings. In the case of convictions, cognisance will be taken of restorative justice and rehabilitation of offenders. All disclosures received from the Garda Central Vetting Unit will be managed within a Natural Justice Framework. If an applicant disputes the content of the Garda Vetting Disclosure in any way, a recognise ddispute handling mechanism will be followed. Every conviction may ultimately affect the suitability of persons to work with CoderDojo Wexford Town. CoderDojo Wexford Town recognises that there are some areas/ instances, in particular, that would automatically deem an individual unsuitable to work with the society. These exclusion clauses are outlined below:

Exclusion Clauses for Prospective Volunteers:

CoderDojo Wexford Town consider the following as reasonable grounds for the Dojo not to proceed with engaging a person as a volunteer/mentor if:

- The individual / candidate has been convicted of a crime that relates to the ill treatment or neglect of children / minors / vulnerable people.
- The individual / candidate has drug and/or alcohol related charges / convictions, especially where there was evidence that children were involved.
- The individual / candidate has charges / convictions relating to the ownership, production, possession or distribution of child pornography.
- The individual/ candidate is known to the Child Protection services where this knowledge would involve concerns around the candidates suitability to work with children.
- There is a finding of “confirmed” child abuse or neglect by the Health Services Executive but may not have attracted a criminal conviction. (There are three categories that the Health Service Executive can confirm abuse – 1. through a medical examination, 2. through an admission of guilt by the alleged perpetrator or 3. Via a ruling of a court).
- The individual/candidate has serious driving related charges/convictions
- The individual/candidate has been dishonest in his/her application and/or Garda Vetting Form.
- The individual/candidate has public disorder and/or assault related charges/convictions.
- The individual/candidate has damage to public property related charges/convictions, including larceny.
- Any other offence that in the Society’s opinion deems the person unfit to work with CoderDojo Wexford Town. (This would include crimes of deception/ fraud/ domestic violence/ assault etc).

5. Dealing with Allegations against Mentors and Volunteers

When an allegation is made against a Mentor or Volunteer member the following steps will be taken:

- a) Any action will be guided by the agreed procedures, the applicable mentor/volunteer contract and the rules of natural justice.
- b) A Child Welfare Officer will be informed as soon as possible.
- c) The first priority will be to ensure that no child is exposed to unnecessary risk.
- d) The Child Welfare Officer will as a matter of urgency take any necessary immediate action. This action should be proportionate to the level of risk involved and will be guided by natural justice.
- e) The follow up on an allegation of abuse against a Mentor or Volunteer of CoderDojo Wexford Town will be made in consultation with the HSE and An Garda Síochána.
- f) The Designated Person will ensure that actions taken do not undermine or frustrate any investigations being conducted by the Health Service Executive or An Garda Síochána.

Appendix 1: Sample written Overnight consent form

I am aware that _____ is about to undertake an overnight activity with CoderDojo Wexford Town and that this entails _____ days away from home including _____ number of overnights.

I consent to their participation in this element of CoderDojo Wexford Town and I have been made aware of CoderDojo Wexford Town Child Protection Policy and have signed the health form indicating any medical needs of _____.

Relationship with the young person: _____

Date: _____

Parent/Legal Guardian Signature: _____

Print Name: _____

Young Person Signature: _____

Print Name: _____

Appendix 2: Sample Medical form for Away Trips

All information is strictly confidential and should be as detailed as possible.

Name:

Address:

Date of Birth:

Telephone Numbers:

Activity being undertaken and location:

Contacts for emergencies: (Should be in a position to collect this young person is necessary).

Contact 1 Parent / Guardian

Name:

Address:

Relationship to this young person:

Telephone Number Work:

Telephone Number Home:

Telephone Number Mobile:

Contact 2 (Should be different contact details from contact 1)

Name:

Address:

Telephone Work:

Telephone Home:

Telephone Mobile:

Doctor's Details

Name:

Address:

Telephone number:

Emergency contact number:

Medical details

Does she/he suffer from any medical conditions?

Yes No

If yes, please give details

Does she/he suffer from any allergies?

Yes No

If Yes please list and detail any related medicines or inhalers used.

Does she/he have?

Impaired hearing Yes No

Impaired vision Yes No

Other disability Yes No

Please detail:

Current Medication

Is she/he taking any medication/treatment? Yes No

Please detail:

For the purposes of the overnight activity: Please ensure that this young person has sufficient medication for the duration of the trip, including allowance for travel delays.

If the young person is unable to administer the medication themselves: I give permission for the mentor/person in charge to give (*young person's name*) the(*medication, dosage and frequency*). I enclose a letter from the GP stating that the Person in charge can administer the medication.

In the unlikely case of an emergency it is important to know if she/he can take:

Paracetamol Yes No

Aspirin Yes No

Other: Please describe

When did she/he last have a tetanus injection?

Has she/he had any adverse reaction to an anaesthetic? Yes No

If yes please give details

Any other relevant information?

In the case of an emergency Mentors or those in charge will do everything possible to contact the parents/guardians so that appropriate medical decisions can be made for their child.

In extreme circumstances where medical treatment is required without delay and it has become impossible to contact those named above, I authorise the MENTOR/person in charge to give consent for any medical treatment on my/our behalf. Please delete as appropriate.

Signature:

Date:

Print Name:

Relationship to the young person(Consent must be provided by the person with parental responsibility).

Appendix 3: Conditions of Participation Form (Coder Dojo Wexford Town)

To be signed by CoderDojo member prior to participation

Name

E-mail address

MENTORS AND TECHNOLOGY: *I have been made fully aware and understand that:*

- *All CoderDojo mentors are offering their services voluntarily in their individual capacity. The CoderDojo Wexford Town venue bears no formal relationship, responsibility or liability whatsoever in connection with the CoderDojo mentors and is offering its facilities to the CoderDojo network on a discretionary and good faith basis.*
- *All CoderDojo mentors are offering their services voluntarily and on a good faith, not-for profit, basis. Neither the CoderDojo mentors nor the host venue bear any responsibility or liability whatsoever or howsoever arising, for any loss or damage, whether direct or indirect, arising from any advice or instruction, or lack of advice or instruction, offered by any CoderDojo mentor.*
- *We are participating in this workshop on a fully voluntary basis and do so at our own risk. We are free to follow or not to follow the CoderDojo mentors' advice as we decide. Neither the host venue nor the CoderDojo mentors bear any responsibility for any damage that may be caused as a result of their instruction or lack of instruction. For example, if our laptop crashes or is damaged due to the downloading of any particular software suggested by a CoderDojo mentor, then we, and only we, bear full responsibility for any such damage and we hereby hold harmless and indemnify the host venue and the CoderDojo mentors for and against any claim for damages howsoever arising.*

We hereby consent to participating in the CoderDojo workshop on this basis.

Parent: _____ Child: _____ Date: _____

PHOTOGRAPHY: *Do you give permission for photographs which may be taken of your child at Wexford Town CoderDojo sessions to be used to publicize the event on the Coder Dojo Website (the names of children will not appear)?*

YES I DO / DO NOT CONSENT _____ *(Signature of Parent; delete as appropriate)*

RESPONSIBILITY FOR PARTICIPANTS: *Each child in the 7-16 year age-group must be accompanied by an adult who signs in for them and is responsible for them during the session; this adult must stay for the entire session, no exceptions are permitted.*

It is the responsibility of the parent/guardian to ensure that adequate supervision is in place for all children in the 12-18 year age group; Wexford Town Coder Dojo assumes no legal responsibility or otherwise for your child; such responsibility remains with the parent/guardian at all times.

Should an unaccompanied child become ill during one of the dojo sessions, Mentors or those in charge will do everything possible to contact the parents/guardians so that appropriate medical decisions can be made for their child. In extreme circumstances where medical treatment is required without delay and it has become impossible to

contact those named above, I authorise the MENTOR/person in charge to give consent for any medical treatment on my/our behalf.

_____ *(Signature of Parent)*

Appendix 4: Coder Dojo Wexford Town Incident Report Form

Location:

Date of Report :

Name of Injured Party:

Date of accident/Incident:

Brief Details of Circumstances:

Witness if any:

Contact Details (Mobile No.):

To whom was the incident/accident reported?

Parent/Guardian Local GP Designated Welfare Person Other

Name:

Address:

Phone:

Mobile:

To whom did the accident occur? Who did the Incident affect?

CoderDojo Participant Mentor Parent Visiting Speaker Member of public

Name: :

Address:

Phone:

Mobile:

Date of Birth

Male Female

Did they agree to the suggested course of action? Yes No

Was First Aid Provided: Yes No Not Applicable

Name:

Address:

Phone:

Mobile:

Was a leader or responsible adult present at accident? Yes No

If no, explain:

Details of Person completing this Form

Name:

Address:

Phone:

Mobile:

Email

Role/relation to injured party:

Signature:

Today's date: