**Children and Young Persons Centre Safeguarding Officer:**

**Niall Buckley**

**The role of the CSO is:**

* To ensure that Hitchmough’s Riding School staff and volunteers, are aware of the Safeguarding Policy, procedures, guidelines, and codes of conduct and adopt them as appropriate.
* Be the first point of contact at Hitchmough’s Riding School for staff, volunteers, young people, or parents/guardians for any issue concerning safeguarding, child protection or welfare, poor practise or potential/alleged abuse.
* To have access to contact details for Children’s Services, the Gardai and the HSI Lead Safeguarding Officer.
* To follow the information in the HSI Safeguarding Policy for procedures for recording and reporting information as required.
* To advise the HSI Lead Safeguarding Officer of any allegations or complaints made in relation to child protection and safeguarding and to implement HSI’s Safeguarding procedure as appropriate.
* To respond to any allegations or complaints made from within Hitchmough’s Riding School in accordance with the agreed protocols detailed in the HSI Safeguarding Equestrian Sport.
* To ensure that Under 18 clients and their parents/guardians are aware of Hitchmough’s Riding School Safeguarding Policy and Procedures and how to access them.
* To facilitate and promote education and training in safeguarding for staff and volunteers.
* To ensure that procedures on recruitment of staff and volunteers are followed and for those roles which undertake regulated activity or regulated work, please see Garda Vetting guidance documents.
* To ensure that codes of conduct are in place for staff, volunteers, junior members, and their parents/guardians
* To ensure confidentiality is maintained and information is only shared on a ‘need to know’ basis.

**It is not the role of the CSO to be a Child Protection expert or to determine whether a serious incident has taken place, rather to record the details and seek guidance if necessary.**

Can be contacted at info@hitchmooughs.ie