



Child Protection Guidelines For Post-Primary Schools

“Children First”, the national child protection guidelines, published in September 1999, noted that school staff are particularly well placed to observe and monitor children for signs of abuse. It called on schools to put in place clear procedures which school staff must follow where they suspect, or are alerted to, possible child abuse.

The “Child Protection Guidelines for Post-Primary Schools”, was produced to meet this need. The Guidelines reflect the particular circumstances of the post-primary school setting and provide management authorities and school staff with guidance in relation to recognising the signs and symptoms of child abuse and with procedures for dealing immediately with such concerns. The Guidelines should be taken in conjunction with Children First and not as a stand-alone document.

A central facet of the Guidelines is the requirement for each Board of Management to designate a senior member of staff as the Designated Liaison Person (DLP) for the school. The DLP will act as a liaison with outside agencies such as health boards and as a resource person to any staff member who has child protection concerns.

Recognising child abuse.

Child abuse can take different forms, but usually consists of one or more of the following:

Neglect: Where a child’s needs for food, warmth, shelter, nurturance and safety are not provided to the extent that the child suffers significant harm.

Emotional Abuse: Where a child’s need for affection, approval, consistency and security is not being met.

Physical Abuse: Where a child is assaulted or injured in some way that is deliberate.

Sexual Abuse: Where a child is used for the sexual gratification of another.

The Guidelines provide advice on the signs and behaviours that may be indicative of child abuse.

What responsibilities have school personnel:

Schools have an obligation to provide students with the highest possible standard of care in order to promote their well being and protect them from harm. School personnel are especially well placed to observe changes in behaviour, failure to develop or outward signs of abuse in children. In situations where school personnel suspect that a child may have been abused, or is being abused, or is at risk of abuse, they should ensure that such concerns are reported in accordance with the procedures outlined in the Guidelines.

Reporting concerns to the Health Board:

If a member of staff receives an allegation or has a suspicion that a child may have been abused, or is being abused, or is at risk of abuse he/she should, without delay, report the matter to the school DLP.

If the DLP is satisfied that there are reasonable grounds for the suspicion or allegation he/she should report the matter to the relevant health board immediately.

If the DLP is not sure whether to report the matter to the health board, the DLP should seek advice from the Duty Social Worker in the health board.

If the DLP decides that the concerns of a member of staff should not be reported to the health board, the member of staff should be given a clear statement, in writing, as to the reasons why. The member of staff should be advised that, if he/she remains concerned about the situation, he/she is free to consult with or report to the health board.

What will the Health Board do with a report?

Once a report of suspected child abuse has been made to a health board, it is then a matter for that health board to decide upon the action, if any, which is necessitated by that report. The social worker handling the case may need to seek further clarification from the person who first raised the concerns. In some cases, the response of the health board will be to call a child protection conference.

<p>Allegations or suspicions of child abuse concerning school employees: In a school context, the most important consideration to be taken into account is the protection of children, and their safety and well-being must be the priority. However, the school also has duties and responsibilities, as an Employer, in respect of it's employees.</p> <p>School employees may be subject to erroneous or malicious allegations. Therefore any allegation of abuse should be dealt with sensitively and support provided for staff including counselling where necessary. The employee should be treated fairly which includes the right not to be judged in advance of a full and fair enquiry.</p> <p>It is important to note that there are two procedures to be followed:</p> <ul style="list-style-type: none"> i) the reporting procedure in respect of the allegation; ii) the procedure for dealing with the employee. <p>In the case of post-primary schools, the DLP is responsible for reporting the matter to the appropriate health board while the Employer is responsible for addressing the employment issues.</p>	<p>Protocol authorising immediate action. The Guidelines provide a written protocol by which the Employer may authorise the school Principal to absent an employee from the school where circumstances warrant it as a precautionary measure in order to protect children in the school.</p> <p>Where the Protocol authorizing immediate action is invoked to absent an employee from the school an emergency meeting of the Employer body should be convened.</p> <p>Action to be taken by the employer. The Guidelines provide advice to the Employer on the immediate actions to be taken where a report has been made to a health board concerning a school employee.</p> <p>It is essential that at all times the matter be treated in the strictest confidence and that the identity of the employee should not be disclosed until such time as the employee has been offered the opportunity to address and/or be represented to the employer.</p> <p>Further follow-up required. The Guidelines advise that the employer should maintain strict confidentiality and that any further follow-up action should accord with the established grievance and disciplinary procedures for the sector.</p>	<p>Feedback from Health Boards. The Children First guidelines place an onus on health boards to ensure that arrangements are put in place to provide feedback to employers in regard to the progress of a child abuse investigation regarding an employee. It is clearly stated in those guidelines that efforts should be made to investigate complaints against employees promptly bearing in mind the serious implications for an innocent employee.</p> <p>Peer abuse and bullying. The Guidelines provide advice on the recognition and reporting of abuse perpetrated by a child's peers. It is important that potentially abusive behaviour between children is not ignored and, as appropriate, certain cases should be referred to the health board.</p> <p>School management is responsible, in the first instance, for dealing with bullying in school. The more extreme forms of bullying behaviour, when perpetrated by adults rather than children, would be regarded as physical or emotional abuse. Only such serious incidences of bullying should be referred to the health board.</p> <p>Forms and contact details. The Guidelines provide a Standard Reporting Form and contact details for the relevant Health Board as well as Guidance Notes on Child Protection Conferences.</p> <p>The Guidelines are available on the Department of Education & Science web-site at www.education.ie</p>
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Child Protection Guidelines for Post-Primary Schools

The Minister for Education and Science wishes to advise the Principals and managerial authorities of post-primary schools of the imminent publication of the document “Child Protection Guidelines for Post-Primary Schools” and of the training programme which is planned to accompany the publication.

The Guidelines, which will be distributed to schools in November, have been produced in consultation with the Partners in Education to meet the need for schools to have in place clear procedures which teachers and other school staff should follow where they suspect, or are alerted to, possible child abuse. The Guidelines reflect the particular circumstances of the post-primary school setting and provide management authorities and staff with guidance in relation to recognising the signs and symptoms of child abuse and with procedures for dealing immediately with such concerns.

Designated Liaison Person

A central facet of the Guidelines is the requirement for each Board of Management to designate a senior member of staff as the “Designated Liaison Person” for the school. *It is expected that the Designated Liaison Person will normally be the Principal.*

The Designated Liaison Person will act as a liaison for the school in all dealings with health boards, An Garda Síochána and other parties, in connection with allegations of and/or concerns about child abuse and as a resource person to staff who may have child protection concerns.

In order to cover situations where the Designated Liaison Person might be unavailable when a concern arises, another member of staff should be formally nominated as the Deputy Designated Liaison Person.

Training Programme

To assist schools in the implementation of the Guidelines, an in-service training programme of one-day courses for the Designated Liaison Persons will be delivered by the SPHE Support Service through the Education Centre Network. This programme of in-service will commence on the 2nd November 2004. Your local Education Centre will contact you in relation to the schedule of dates for the in-service.

A follow-on half-day closure for each school has been approved to allow the Designated Liaison Persons to brief all school personnel on the Guidelines.

The aims of the in-service programme are ...

- to introduce the Child protection Guidelines
- to introduce the Designated Liaison Persons to their role in respect of the Guidelines
- to assist Designated Liaison Persons in briefing all school personnel on the Guidelines

Although it is the responsibility of the Board of Management to designate a senior member of staff (normally the Principal) as the Designated Liaison Person for the school, if the Board has not had the opportunity to formally do so in advance of the in-service, this should not prevent the nominee from attending the in-service.

Queries in relation to the Guidelines may be addressed to Post Primary Administration Section, Dept. of Education & Science, Portlaoise Road, Tullamore, Co. Offaly.
Telephone 0506-24328

Queries in relation to the schedule of courses should be addressed to your local Education Centre.

Matthew Ryan
Principal Officer
Post-Primary Administration
12th October 2004



Adoption of Child Protection Guidelines by Post-Primary Schools in 2005/06 and the provision of a telephone advisory service.

The Department of Education and Science issued Child Protection Guidelines to all Post-Primary Schools in the 2004/05 school year. A further consignment of Guidelines, sufficient to provide each member of staff with a personal copy, has been despatched to all schools in recent weeks.

Boards of Management are now advised that the Guidelines should be formally adopted as soon as possible as the school's official policy on Child Protection and that the Designated Liaison Person (DLP) and Deputy-DLP should be formally designated as required under the Guidelines.

Telephone Advisory Service for DLP's.

The Department has reached agreement with the JMB, IVEA and ACCS to facilitate the provision by each management body of a telephone advisory service for DLP's in their respective sectors. This service will operate from August to December 2005 and is intended to provide support and advice to DLP's in preparing and delivering the half-day information briefing for staff as set out in Circular M62/04. It is also intended as a resource to which DLP's can turn for assistance in dealing with questions and issues which might arise. The staff engaged in the advisory service are preparing briefing materials which can be used by the DLP in delivering the information session.

It is envisaged that a Frequently Asked Question and Answer sheet will be produced addressing the most common issues which are referred to the advisory service.

DLP's should contact their school's respective management body directly to avail of the advisory service.

Completion of In-Service for DLP's.

In-service training on the guidelines was offered to two designated members of staff from each school (DLP and Deputy-DLP) in 2004/05. To date approximately 75 % of schools have availed of this programme.

Schools identified as not having availed of the inservice or as being able to send only one staff member have been contacted by Drumcondra Education Centre with an offer of places

on the final schedule of introductory inservice to be held in the first term of the 2005/06 year. *(Schools are reminded to confirm participation. Participants should bring a copy of the Child Protection Guidelines and a copy of Children First when attending).*

A programme of follow-up training for DLP's and Deputy-DLP's will commence in 2006. Details will be notified to schools in due course.

Information Briefing session for all school staff.**

Circular M62/04 approved a half-day closure for each school to allow the Designated Liaison Persons to provide an **information briefing** for all school staff on the Guidelines. It is important to realise that what is intended is an information briefing to inform all staff of the adoption of the Guidelines and to raise awareness among staff that the guidelines should be followed in all instances where a staff member suspects or has concerns that a child "may have been abused, or is being abused, or is at risk of abuse". A central facet of the Guidelines is that in all such instances the staff member should, without delay, report the matter to the DLP who will decide what action needs to be taken.

Schools which have not yet conducted the information briefing session are requested to ensure that it is conducted before the end of first term in 2005/06 so that full advantage can be taken of the telephone advisory service outlined above.

*Staff** (The Guidelines define school personnel as "a generic term to encompass all adults who are involved in the operation of the school. It covers employees and voluntary workers." Where possible all such personnel involved with the school should be invited to participate in the information briefing for staff.)*

Copy of Child Protection Guidelines for all staff.

Sufficient copies of the Guidelines have now issued to all schools so that each staff member can be provided with his/her personal copy. It is the responsibility of each staff member to familiarise themselves with the Guidelines and to follow them in all cases of concern about possible instances of child abuse.

Queries in relation to the Guidelines may be addressed to Post Primary Administration Section, Dept. of Education & Science, Portlaoise Road, Tullamore, Co. Offaly.
Telephone 0506-24328

Queries in relation to the final schedule of introductory inservice may be addressed to Grainne Haughey, Drumcondra Education Centre, Drumcondra, Dublin 9.
Tel No. 01 8576422.

Matthew Ryan
Principal Officer
Post-Primary Administration
7th September 2005



Scoileanna Iarbhuioideachais ag glacadh le Treoirlínte faoi Chosaint Leanaí i 2005/06 agus ag soláthar seirbhís chomhairleach teileafóin.

D'eisigh an Roinn Oideachais agus Eolaíochta Treoirlínte faoi Chosaint Leanaí chuig gach Scoil Iarbhuioideachais i scoilbhliain 2004/05. Tá soláthar breise de na Treoirlínte seolta chuig gach scoil le roinnt seachtainí anuas, a bheidh dóthanach chun go mbeidh cóip phearsanta ann do gach duine den fhoireann.

Moltar do Bhoird Bhainistíochta anois gur chóir na Treoirlínte sin a ghlacadh go foirmiúil chomh luath agus is féidir mar pholasaí oifigiúil na scoile faoi Chosaint Leanaí agus go mbeadh an Duine Idirchaidrimh Ainmnithe (DLP) agus an Leas DLP ainmnithe go foirmiúil mar a éilítear faoi na Treoirlínte.

Seirbhís Chomhairleach Teileafóin do DLPnna.

Tá an Roinn tar éis teacht ar chomhaontú le JMB, IVEA agus ACCS chun cuidiú le gach comhlacht bainistíochta ar leith seirbhís chomhairleach teileafóin a sholáthar do DLPnna ina n-earnálacha féin. Feidhmeoidh an tseirbhís seo ó Lúnasa go Nollaig 2005 agus tá sé beartaithe tacaíocht agus comhairle a sholáthar do DLPnna chun mioneolais leath-lae a ullmhú agus a sheachadadh don fhoireann mar atá leagtha amach i gCiorclán M62/04. Tá sé beartaithe freisin mar acmhainn ar féidir le DLPnna leas a bhaint as agus iad ag déileáil le ceisteanna agus le saincheisteanna a d'fhéadfadh teacht chun cinn. Tá an fhoireann atá gafa leis an tseirbhís chomhairleach ag ullmhú ábhair mhioneolais is féidir leis an DLP a úsáid chun an seisiún eolas a sheachadadh.

Samhlaítear go dtáirgeofar bileog de na Ceisteanna agus Freagraí is mó a chuirtear a thabharfaidh aghaidh ar na saincheisteanna is comónta a bhaineann leis an tseirbhís chomhairleach.

Ba chóir do DLPnna dul i dteagmháil le comhlacht bainistíochta a scoileanna féin chun leas a bhaint as an tseirbhís chomhairleach.

DLPnna ag críochniú a nInseirbhís.

Cuireadh oiliúint inseirbhíse maidir leis na treoirlínte ar fáil do bheirt comhaltaí ainmnithe ó fhoireann gach scoil (DLP agus Leas-DLP) i 2004/05. Bhain thart ar 75% de scoileanna leas as an gclár sin go dtí seo.

Tá Ionad Oideachais Dhroim Conrach tar éis dul i dteagmháil le scoileanna a aithníodh nár bhain leas as an inseirbhís sin nó le scoileanna nach raibh ábalta ach duine amháin den fhoireann a chur ar aghaidh agus sholáthair an tIonad áiteanna ar an sceideal deireadh den inseirbhís réamhléiritheach a bheidh á réachtáil sa chéad téarma de scoilbhliain 2005/06

dóibh. (*Cuirtear i gcuimhne do scoileanna deimhniú go mbeidh siad rannpháirteach. Ba chóir do rannpháirtithe cóip de na Treoirlínte faoi Chosaint Leanaí agus cóip de Leanaí ar dTús a thabhairt leo agus iad ag freastal*).

Cuirfear tús le clár leanta oiliúna do DLPnna agus do Leas-DLPnna i 2006. Cuirfear na sonraí in iúl do scoileanna in am tráth.

Seisiún Mioneolais do gach duine d'fhoireann na scoile.**

Cheadaigh Ciorclán M62/04 do gach scoil dúnadh ar feadh leath-lae chun deis a thabhairt do Dhaoine Idirchaidrimh Ainmnithe **mioneolas** a thabhairt do gach duine d'fhoireann na scoile maidir leis na Treoirlínte. Tá sé tábhachtach a thuiscint gurb éard atá i gceist ná mioneolas a chur ar fáil don fhoireann ar fad maidir le glacadh na dTreoirlínte agus feacht a ardú i measc na foirne gur chóir na treoirlínte a leanúint i ngach cás nuair a mheasann duine den fhoireann nó go bhfuil inní ar dhuine den fhoireann go “bhféadfadh sé go raibh mí-úsáid faightea ag leanaí, nó go bhfuil leanbh á mhí-úsáid/mí-úsáid nó go bhféadfadh leanbh a bheith i mbaol ó mhí-úsáid”. Cuid lárnach de na Treoirlínte ná i ngach cás den sórt sin gur chóir don chomhalta foirne an ní a thuairisciú don DLP, gan mhoill, agus is ar a c(h)omhairle siúd a bheidh sé cinneadh a dhéanamh cad ba chóir a dhéanamh.

Iarrtar ar scoileanna nár réachtail seisiún mioneolais go fóill a chinntiú go gcomhlíonfar sin roimh dheireadh an chéad téarma i 2005/06 ionas go bhféadfar an méid buntáiste agus is féidir a bhaint as an tseirbhís chomhairleach teileafóin atá léirithe thuas.

*An Fhoireann** (Sainmhíonann na Treoirlínte pearsanra na scoile mar “théarma cineálach chun gach duine fásta a bhíonn rannpháirteach i bhfeidhmiú na scoile a chur san áireamh. Clúdaíonn sin fostaithe agus oibrithe deonacha.” Nuair is féidir ba chóir cuireadh a thabhairt do gach duine mar sin a bhíonn rannpháirteach sa scoil chun a bheith rannpháirteach sa seisiún mioneolais don fhoireann.)*

Cóip de Threoirlínte faoi Chosaint Leanaí don Fhoireann ar fad.

Tá dóthain cóipeanna de na Treoirlínte seolta chuig gach scoil anois ionas go mbeidh a gcóip phearsanta féin ag gach duine den fhoireann. Tá sé d'fhreagracht ar gach duine den fhoireann iad féin a chur ar an eolas maidir leis na Treoirlínte agus iad a leanúint i ngach cás a mbíonn inní orthu go bhféadfadh mí-úsáid leanaí a bheith ag tarlú.

Is féidir ceisteanna i ndáil leis na Treoirlínte a chur ar aghaidh chuig An Rannóg Riaracháin Iarbhuoideachais, An Roinn Oideachais & Eolaíochta, Bóthar Phort Laoise, Tulach Mhór, Co. Uíbh Fhailí
Teileafón (0506) -24328

Ba chóir ceisteanna i ndáil leis an sceideal deireanach den inseirbhís réamhléiritheach a chur ar aghaidh chuig Gráinne Haughney, Ionad Oideachais Dhroim Conrach, Droim Conrach, Baile Átha Cliath 9.

Uimhir Theileafóin (01) 8576422.

Mattew Ryan
Príomhoifigeach
Riarachán Iarbhuoideachais
7^ú Meán Fómhair 2005



Post-Primary Circular 0062/2006

Child Protection Guidelines and Procedures for Post-primary Schools

Dear Chairperson/ Principal

The recent Report of the Ferns Inquiry reveals the hurt and damage that child sexual abuse inflicts on victims and their families and the absence of prompt and supportive action to protect vulnerable young people over a period of many years. In addition to increasing public awareness and understanding of the horror of child sexual abuse, the Ferns Report highlights the need for all organisations working with children to have clearly defined and effective child protection measures in place.

Schools have a particularly important role in providing their pupils with high standards of care in order to promote their well being and protect them from harm. **School personnel are especially well placed to observe changes in behaviour or outward signs of difficulties which could cause concern in relation to child protection.**

In 2005 the Department issued Child Protection Guidelines and Procedures to all post-primary schools (Circulars [M62/04](#) and [M44/05](#) refer). The Department Guidelines and Procedures were based on the *Children First* national guidelines issued by the Department of Health and Children and were specifically adapted to cater for a post-primary school setting.

The main aim of the Department Guidelines and Procedures is to give direction and guidance to school management and staff in dealing with allegations or suspicions of child abuse, with the protection and wellbeing of the child being the most important consideration. The Guidelines and Procedures set out the steps to be taken by school management and staff in dealing with suspicions or allegations of child abuse. Once there are reasonable grounds for the suspicion or allegation, the matter should be reported without delay to the health authorities. Whilst the Ferns Report deals in the main with child abuse of a sexual nature, schools must be equally alert to signs of physical and emotional abuse or neglect and monitor the progress of children considered to be at risk.

Each board of management is required to designate a senior member of staff, normally the Principal, as the Designated Liaison Person (DLP) for the school. The DLP acts as a liaison person with the health authorities and other agencies (e.g. the Gardai) and as a resource person to any staff member who has child protection concerns. As a resource person the DLP should ensure that he/she is knowledgeable about child protection and **it is vital that he/she undertakes all training which is provided.**

The Guidelines and Procedures also set out the steps to be taken by the school in dealing with allegations of child abuse against a school employee. In such cases the DLP is responsible for reporting the matter to the health authorities and/or Gardai, while the board of management and/or the VEC as appropriate is responsible for addressing employment issues. If the nature of the allegation warrants immediate action, the Post-Primary Guidelines provide for a protocol to be adopted which authorises the school Principal/DLP to direct an employee to immediately absent himself/herself from the school. In cases of uncertainty or doubt, the Principal/DLP should consult with and follow the advice provided by the relevant child care manager in the Health Services Executive, as well as take whatever other steps are considered appropriate to remove any risk to the pupils in the school.

In order to assist the Department in assessing the position in schools in relation to the adoption and implementation of the Guidelines please complete and return the attached short questionnaire.

Since the Guidelines and Procedures were circulated to schools, there have been organisational changes in the health services and enclosed for reference is an updated contact list of relevant persons in the Health Services Executive with responsibility for child protection.

It is vitally important that each school adopts clear and effective child protection procedures as provided by the Department Guidelines and that these procedures are brought to the attention of management, staff and parents in the school. School management should provide all new staff to the school, whether teaching or otherwise, with a copy of the School's Child Protection Guidelines and ensure that they are familiar with the procedures to be followed. The Board of Management should have nominated a senior staff member (normally the Principal) as Designated Liaison Person for the school and should also have nominated a deputy DLP. The DLP is responsible for ensuring that the standard reporting procedure is followed so that suspected cases of child abuse are referred promptly to the Health Service Executive or An Garda Síochána.

The Department has provided an in-service training programme for DLP's and deputy DLP's to assist them in dealing with child protection issues and in implementing the Guidelines. The first day of a two-day in-service programme has already been provided and the second day, which includes HSE input is currently being offered to all post-primary schools.

Arrangements will be made, as required, for the provision of additional training in schools which have not yet availed of the programme or where, due to personnel changes, additional staff require training. School management have a responsibility to promote in-service training for staff to ensure that they have a good working knowledge of child protection issues and procedures.

In post-primary schools, Social, Personal and Health Education (SPHE) must be timetabled as part of the junior cycle core curriculum. SPHE provides students with opportunities to develop the skills and competencies to care for themselves and others and to make informed decisions about their health, personal lives and social development. In particular, the module on Personal Safety focuses on the development of personal awareness and skills for self-protection – protection from assault or attack and protection from harassment or abusive behaviour. The module also deals with how to get help in the event of a threat or an assault, or even an anxiety about someone's behaviour or attitude. SPHE plays an important role in helping students recognise situations in which their personal safety might be threatened as well as providing them with the knowledge and skills to deal with unsafe, threatening or abusive situations. The SPHE Senior Cycle syllabus currently being developed will also deal with issues of child protection.

A national review of compliance with the Children First guidelines is being undertaken by the Office of the Minister for Children and submissions are currently being invited. Full details are available on the OMC website at www.omc.gov.ie.

Should you have any queries in relation to this circular, please contact

Adrian Healy, Post Primary Administration Section 4, Department of Education & Science, Government Buildings, Clonminch Road, Tullamore, Co. Offaly – Phone 057 9324326.

The Department's Child Protection Guidelines and Procedures may be downloaded from the following link:

- http://www.education.ie/servlet/blobServlet/pp_child_protection_guidelines.pdf

The Department of Health and Children's national guidelines on child protection - *Children First* – can be found on the internet at:

- http://www.dohc.ie/publications/children_first.html

Matthew Ryan
Principal Officer
Post Primary Administration

June 2006

Appendix 1 Child Protection Guidelines for Post-Primary Schools

In 2005 the Department issued Child Protection Guidelines and Procedures to all post-primary schools (circulars [M62/04](#) and [M44/05](#) refer).

Each board of management was required to formally adopt the Guidelines and to designate a senior member of staff, normally the principal, as the Designated Liaison Person (DLP) for the school.

As a resource person the DLP should ensure that he/she is knowledgeable about child protection and it is vital that he/she undertakes all training which is provided.

Please complete the following short questionnaire and return it to:

Angela Murphy
Post-Primary Administration
Dept. of Education and Science
Portlaoise Road,
Tullamore,
Co. Offaly.

	School Name and Address:	School Roll No.	
		Yes	No
1.	Has your board of management formally adopted the Child Protection Guidelines?		
2.	Has your Board of Management appointed a DLP?		
3.	Has your Board of Management appointed a deputy-DLP?		
4.	Has your Board of Management formally adopted the Protocol Authorising Immediate Action? (appendix 5 of the Guidelines)		
5.	Has the DLP and Deputy DLP availed of the first day of in-service provided in 2005?		
6.	Have all school staff been briefed on and provided with a copy of the Guidelines?		

Signed: _____ **Date:** _____
Secretary to the Board of Management

Appendix 2 National Child Care Managers Listing 2005

Name	Address	Tel. & Fax	E-mail Address
Ms Colette McAndrew	Child Care Manager Area 1 HSE East Coast Area Tivoli Road Dun Laoghaire Co. Dublin.	T: 01 2365208 F: 01 2808785 M: 087 2906293	colette.mcandrew@maild.hse.ie
Ms Diane McHugh	Child Care Manager Area 2 HSE South Western Area Vergemont Hall Ranelagh Dublin 6.	T: 01 2680300 T: 01 2680336 F: 01 2830002	diane.mchugh@maild.hse.ie maeve.crowley@maild.hse.ie
Ms Rachel Devlin	Child Care Manager Area 3 HSE South Western Area Unit 43 Maltings Business Park 54/55/ Marrowbone Lane Dublin 8	T: 01 4544733 T: 01 4544826 F: 01 4544827 M: 086 8289025	rachel.devlin@mailm.hse.ie
Ms.Olga Garland	Child Care Manager Area 4 HSE South Western Area Old County Road Crumlin Dublin 12	T: 01 4154756 F: 01 4154896 M: 087 2054148	olga.garland@mailm.hse.ie
Doreen McGowan	Child Care Manager Area 5 HSE South Western Area The Lodge Cherry Orchard Ballyfermot Dublin 10	T: 01 6206074 F: 01 6206265 M: 087 2249830	doreen.mcgowan@mailm.hse.ie tanya.mccann@mailm.hse.ie
Ms. Mary Hargaden	Child Care Manager Area 6 HSE Northern Area Rathdown Road Dublin 7	T: 01 8825117 F: 01 8680934	mary.hargaden@mailc.hse.ie marie.Kearney@mailc.hse.ie
Mr.Colman Duggan	Child Care Manager Area 7 HSE Northern Area Rose Cottage Convent Avenue off Richmond Road Dublin 3	T: 01 8014630 F: 01 8014602 M: 087 2054159	colman.duggan@mailc.hse.ie

Ms Suzanne Phelan	Child Care Manager Area 8 HSE Northern Area Cromcastle Road Coolock Dublin 5	T: 01 8164279 F: 01 8479944 M: 086 6042007	suzanne.phelan@mailc.hse.ie gina.mcdonald@mailc.hse.ie
Ms Mary Kearney (on career break – not replaced yet)	Child Care Manager Area 9 HSE South Western Area Poplar House Poplar Square Naas Co. Kildare	T: 045 873241 F: 045 279225	Secretary: cheryl.kavanagh@mailm.hse.ie
Mr. John Quin	Child Care Manager Area 10 HSE East Coast Area Glenside Road Wicklow	T: 0404 60674 F: 0404 69044	maurag.canavan@maild.hse.ie
Marie Faughey	Child Care Manager Community Services HSE Kildare/West Wicklow Poplar House Poplar Square Naas Co. Kildare	045-873291(sec) 087-9790135 045-879225	
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