

## **Minding Creative Minds CLG Safeguarding Statement**

Minding Creative Minds CLG is deeply committed to ensuring the **safety** and promoting the **wellbeing** of everyone who engages with our services. We strive to provide excellent support to all individuals within the Creative sector across the Island of Ireland. This document outlines how you can raise a concern about yourself or someone else with Minding Creative Minds.

### **Urgent and Out-of-Hours Support**

If your concern is **urgent** and someone is at immediate risk of harm, you should contact **emergency services**:

- Call **999** if your concern is for yourself or someone local to you in the Republic of Ireland or Northern Ireland.
- Call **112** if the individual would be served by emergency services in a different region or country.

You can call our dedicated helpline: **Minding Creative Minds operates, for creatives, a 24/7 dedicated counselling helpline on 1800 814 244** or seek other non-urgent information from our website.

### **How to Raise a Safeguarding Concern with Minding Creative Minds CLG**

There are several ways to raise a **safeguarding concern** with Minding Creative Minds CLG.

In the first instance, you may feel comfortable speaking to your counsellor, therapist, mentor, or advisor.

If you do not feel comfortable doing so, or if you believe the concern needs to be addressed by senior staff at Minding Creative Minds CLG, you can complete our **concern form** (<https://forms.office.com/e/CKcATp7Qau> ). There is an option to report your concern anonymously if this is your preference. We do encourage you to share your name and contact details where you are comfortable doing so,<sup>1</sup> as this will help us to best respond to your concern. The form also includes useful prompts for the information to include, making it easier to provide all necessary details.

Alternatively, you can email us at [safeguarding@mindingcreativeminds.ie](mailto:safeguarding@mindingcreativeminds.ie) .

### **Who Will Manage Your Safeguarding Concern?**

**Emma Olohan** is our **Designated Safeguarding Lead**. She's responsible for managing safeguarding concerns initially. If Emma isn't available, or if your concern is about Emma, **David Reid**, our CEO, will handle it. He has overall leadership responsibility for the organisation's safeguarding.

## What is Safeguarding?

**Safeguarding** is a comprehensive term used to describe many aspects of keeping individuals safe. It includes:

- Health, safety, and wellbeing
- Child protection
- Protection of adults at risk
- Bullying, harassment, and discrimination, including racial abuse
- Self-harm
- Abuse and neglect
- Domestic violence
- Safety from sexual exploitation, female genital mutilation, and forced marriage
- Alcohol, drug, and substance misuse
- E-safety, including all aspects of electronic communication
- Financial exploitation
- The security and safety of Minding Creative Minds CLG's equipment and resources
- Preventing radicalisation and extremism

## Our Commitment and Duty of Care

The **Code of Conduct** (you can find on our website governance section) outlines the principles by which Minding Creative Minds CLG operates and the behaviours we encourage and discourage. This document is designed with safeguarding across all the areas mentioned above in mind.

If anything is observed that raises concerns for anyone's safety or the safety of those around them (e.g., they talk about harming themselves or others), we have a **duty of care** to act in the best interests of the person at risk of harm. This includes:

- Reporting the concern to the Minding Creative Minds CLG Safeguarding team. The Safeguarding team will assess the situation and establish the best course of action based on a number of factors, including the specific scenario and the nature of the engagement with our services.
- Passing information on to other appropriate adults (e.g., family members, employers), or a third party such as emergency services or social services if deemed appropriate and necessary.

Thank you for taking the time to read this guidance. We hope you find our services beneficial and supportive. Please do not hesitate to reach out using the methods outlined above if we can support you or others in staying safe.