



National Treasury Management Agency

Child Safeguarding Statement

August 2025

Introduction

This Child Safeguarding Statement is prepared in accordance with the Children First Act 2015 and Children First: National Guidance for the Protection and Welfare of Children, 2017 and sets out the procedures to be observed to ensure, as far as possible, that a child interacting with the National Treasury Management Agency (the “NTMA”) is safe from harm. This Child Safeguarding Statement applies to all employees and contractors of the NTMA (irrespective of the business unit to which they are assigned) and includes all agencies and entities which are under the aegis of the NTMA.

Services Provided

The NTMA does not provide services directly to children as part of its day-to-day business but may temporally permit children on-site for social and educational activities which include, but are not limited to, the Children’s Christmas visit or any family visit day. The NTMA is also involved in corporate social responsibility (CSR) activities that may bring staff into contact with children, in a limited capacity. This may involve, but is not limited to, activities that occur in education-based or volunteering settings supported by the NTMA. The NTMA supports the development of children and young people and may occasionally facilitate the placement of second-level students for short unpaid periods of work experience. These second-level students are usually under 18 years of age.

Relevant Person

The NTMA has appointed as relevant persons for the purposes of the Children First Act a Designated Liaison Person (DLP) and Deputy Designated Liaison Persons (Deputy DLPs) in keeping with best practice in child safeguarding. They are the resource persons for any child protection concerns within the NTMA. They are responsible for ensuring that reporting procedures within the organisation are followed. They will act as a point of contact for reporting child protection concerns and will liaise with outside agencies, as required.

The Designated Liaison Person (DLP) is:

Siobhan Keeling, Deputy Director, Head of HR

Email: Siobhan.Keeling@ntma.ie

Deputy Designated Liaison Person (Deputy DLP) is:

Geraldine Gillick, Senior HR Manager

Email: Geraldine.Gillick@ntma.ie

Risk Assessment

		Risk Identified	Procedure in place to manage risk
		1. Risk of harm to children from a member of staff	
	1.1	Child safety is not understood by staff.	<p>The NTMA's Child Protection Policy is available on the intranet with a periodic reminder sent to staff and relevant service providers/contractors with NTMA email access. Procedures in place for the reporting of harm or welfare concerns involving children to the Designated Liaisons (as defined in the NTMA's Child Protection Policy), Tusla and/or An Garda Síochána, as appropriate, are set out in the NTMA's Child Protection Policy which will be made available, as far as is practicable, to all members of staff and on request, to teachers, parents or guardians of the children with whom the NTMA staff come in direct contact.</p> <p>In addition, the following are in place and are available on the NTMA intranet:</p> <ul style="list-style-type: none"> • Safeguarding Statement (a copy of which is provided to all staff) • Code of Conduct for NTMA Employees • Code of Conduct for Officers of NAMA • NTMA Complaints Procedures • NTMA Dignity and Respect policy • NTMA Disciplinary Procedure
	1.2	Designated Liaisons are not appropriately assigned or may not recognise abuse or may not report a concern.	Designated Liaisons have completed Tusla's e-learning programme on the Children First Act 2015, the <i>Children First: National Guidance for the Protection and Welfare of Children 2017</i> and the <i>Addendum to Children First: National Guidance for the Protection and Welfare of Children, 2019</i> .
	1.3	Work experience programme mentors/hosts/participants may not understand the requirements of the Act or report a concern.	In the event that any on-site work experience placements for second-level students are to be facilitated, second-level programme mentors/hosts/participants would be briefed by a Designated Liaison in advance of joining any such programme which covers the NTMA Child Protection Policy and key points from Tusla's e-learning programme.

	1.4	Children may be alone while in the NTMA.	<p>Children will be supervised at all times, as far as is practicable. Children will generally be located in open working areas unless attending a classroom style event. They will not be permitted to attend one to one meetings in meeting rooms or to visit levels -1 or -2, other than the restaurant, unless part of a group supervised by an adult staff member.</p> <p>Children of staff attending NTMA social events should be supervised by their parents/guardians at all times.</p>
	1.5	Risk of direct communication between NTMA staff and unrelated school children outside of programme attendance.	Under the NTMA Child Protection Policy, direct communication between NTMA staff and unrelated school children attending programmes or events in the NTMA is not permitted outside of the planned programme. All communication regarding school programmes will be made via the designated adult point of contact within the school.
2. Risk of absence of parental consent			
	2.1	No parental consent for child to be onsite for second level work placements.	In the event that any on-site work experience placements for second-level students are to be facilitated, a "Purpose of Engagement Statement" (in the form included at Appendix 3 to the Child Protection Policy) must be signed by parent/guardian before placement to give their consent.
	2.2	Children may not arrive for the programme on a particular day or request to leave early without parental consent.	Work experience programme absences must be advised by the parent or guardian to the school and to NTMA (and this is stated clearly on the parental/guardian Purpose of Engagement Statement).
3. Risk of harm to a child from a service user (adult or child), NTMA employee, visitor or member of the public			
	3.1	Risk of harm to a child from a service user (adult or child), NTMA employee, visitor or member of the public while on – site at NTMA.	<ul style="list-style-type: none"> Children will be supervised at all times while onsite, as far as is practicable. All children attending on any placement/work experience will be given a copy of the Child Safeguarding Statement, which will be explained to them in detail. Where a member of NTMA staff is taking a child involved in a work experience/placement programme for lunch, this will be in the open plan office restaurant or part of a group supervised by an adult staff member.

			<ul style="list-style-type: none"> Receiving visitors procedure for all NTMA Agencies. Security Card Access System.
	3.2	Children may not be adequately supervised during second-level programme excursions.	Children will be supervised at all times, as far as is practicable. Minimum ratio of one adult per 10 children on excursions.
	3.3	During off-site volunteering activities, children may be left alone with Staff.	Off-site volunteering activities never occur on a one-to-one basis with a child and host organisation. Staff are Garda vetted (if required, by the host organisation) in advance of participation. Staff are further guided by the host organisation's child safeguarding statement.
4. Risk of non-compliance with Children First Act 2015 and National Guidance			
	4.1	Risk of non-compliance with Children First Act 2015 and the National Guidance (including the Addendum to the National Guidance)	Governance structures in place to support the implementation of Child Safeguarding Statement and associated documentation with mandatory periodic review. Training and awareness activities are described under section 1 above.
	4.2	Children may not have the means to report abuse.	<p>All children attending on any placement/work experience will be briefed on arrival in the NTMA regarding designated liaisons and their location and contact details; they will also have access to a designated contact for the duration of their placement.</p> <p>All children attending on any placement/work experience will be given a copy of the Child Safeguarding Statement, which will be explained to them in detail.</p>
5. Risk of harm to children from online activities			
	5.1	Allowing children access to the internet could result in them becoming exposed to harm, including harm of assault, or sexual abuse.	The NTMA has a number of robust ICT controls in place to ensure, as far as practicable, that no child would be exposed to harmful content on the intranet. The NTMA internet filtering software restricts access to harmful sites and logs all access. Children do not attend online meetings with external third parties without NTMA employees being present.

Procedures

In addition to the procedures outlined in the risk assessment, the following procedures support our intention to safeguard children availing of an NTMA relevant service:

- Procedure for the management of allegations of abuse or misconduct against NTMA staff by a child availing of our educational services – see Section 6.7 of the Child Protection Policy

- Appointing a relevant person - see Section 10.3 of the Child Protection Policy
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm - see Section 6.4 of the Child Protection Policy
- Procedure for the reporting of child protection or welfare concerns to Tusla (see Section 6.6 of the Child Protection Policy).

Implementation

The NTMA recognises that implementation is an ongoing process and is committed to the implementation of this Child Safeguarding Statement and the procedures contained therein. This Child Safeguarding Statement must, under Section 11(7) of the Children First Act 2015, be reviewed no later than 2 years from the date of publication. This document will be next be reviewed 1st December 2026 or as soon as practicable after there has been a material change in any matter to which this statement refers.

For queries, please contact Siobhan Keeling, Deputy Director, Head of HR at Siobhan.Keeling@ntma.ie.