



The Dun Laoghaire Tuition Centre
100 Georges Street
Dun Laoghaire
Co. Dublin
Ireland

Tel: +353-1-2301290
Email: info@dltc.ie

18/08/2026

DLTC LANGUAGE SCHOOL

CHILD SAFEGUARDING STATEMENT

Reviewed August 2026

1. Service and safeguarding principles

DLTC Language School provides English-language education and related programmes for children and young people, including junior school-group and summer programmes. Depending on the programme, services may include classroom teaching, host-family accommodation, supervised activities and excursions, airport/transport arrangements and work-experience placements.

DLTC is committed to safeguarding children and to ensuring, as far as practicable, that every child availing of our services is safe from harm. The welfare and best interests of the child are paramount. We seek to provide an environment in which children are treated with dignity and respect, concerns can be raised promptly, and appropriate protective action is taken when a safeguarding concern arises.

This Child Safeguarding Statement has been prepared with regard to the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children, and Tusla guidance on Child Safeguarding Statements. It is supported by DLTC's more detailed safeguarding and child-protection policies and procedures.

2. Risk of Harm Assessment

DLTC has assessed the potential for harm, as defined for the purposes of the Children First Act 2015, to children while availing of our services. The following table identifies the principal safeguarding risks and the procedures used to manage or reduce those risks. This assessment concerns safeguarding risk rather than general health and safety risk.

No.	Risk identified	Procedures / controls in place
1	Harm to a child by a member of staff, teacher, volunteer, activity provider or other adult engaged in programme delivery	Safe recruitment and selection; Garda vetting where required; code of conduct; safeguarding training/information; supervision; reporting procedure; procedure for managing allegations.
2	Harm to a child while staying in host-family accommodation, including harm by a host or household member	Host-family recruitment and screening; home visit/suitability assessment; identity and household information; references; Garda vetting procedures where applicable; student welfare contact; complaints/reporting procedure; immediate precautionary relocation where necessary.
3	Placement of a child with a host family where required screening or safeguarding documentation is incomplete or out of date	Central host records; pre-placement checks; vetting/documentation tracking; review of household

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		information; escalation of incomplete records; use of alternative approved accommodation where appropriate.
4	A safeguarding concern involving a host family not being recognised, reported or acted upon promptly	Clear reporting routes; Designated Liaison Person arrangements; incident recording; welfare checks; immediate safeguarding measures; consultation/reporting to Tusla and/or An Garda Síochána as appropriate.
5	Harm through inappropriate text messages, social media, internet use, photography or other digital communication	Digital communications and online-safety procedures; staff/host guidance on appropriate communication; prompt reporting and preservation of concerning communications; safeguarding assessment and protective action.
6	Harm to a child by another student, including bullying, harassment, sexualised behaviour or other peer-to-peer harm	Student code of behaviour; anti-bullying and complaints procedures; supervision; staff/leader reporting routes; welfare intervention and separation or other protective measures where required.
7	Harm arising from inadequate supervision during classes, activities, excursions or free-time arrangements forming part of a programme	Defined supervision arrangements; leader/staff responsibilities; attendance and meeting-point procedures; emergency contact arrangements; age-appropriate curfew and programme rules.
8	Harm to a child during an excursion, activity, transfer or other off-site programme element by an adult, peer or member of the public	Approved providers and programme planning; supervision and leader arrangements; emergency contacts; reporting procedures; appropriate transport/meeting arrangements.
9	Harm to a child participating in a work-experience placement	Placement-provider checks and liaison; clear contact and reporting arrangements; student welfare monitoring; procedure for responding to concerns and changing/suspending a placement where necessary.
10	A child-protection or welfare concern not being reported to Tusla where reporting is required	Children First reporting procedure; DLP/relevant-person arrangements; safeguarding training and information; maintenance of mandated-person information where applicable; incident records and escalation.
11	Harm arising from unauthorised access to, use of, or disclosure of children's personal information or images in a safeguarding context	Data-protection and confidentiality procedures; controlled access to safeguarding records; consent/appropriate-use procedures for images; need-to-know sharing subject to safeguarding and legal obligations.

3. Safeguarding procedures

In addition to the procedures identified in the risk assessment, DLTC maintains or is implementing procedures covering:

- management of allegations of abuse or misconduct concerning a child;
- safe recruitment and selection of persons working with children;
- host-family recruitment, screening, safeguarding and review;
- Garda vetting and the maintenance/review of relevant vetting records;
- provision of child-safeguarding information and training, including recognition of harm;
- reporting child-protection and welfare concerns to Tusla and, where appropriate, An Garda Síochána;



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- maintenance of a list of mandated persons, where applicable;
- appointment of the Relevant Person for this Child Safeguarding Statement;
- immediate safeguarding measures, including emergency relocation from accommodation where appropriate;
- digital communications and online safety;
- work-experience placement safeguarding;
- incident recording, confidentiality, information sharing and follow-up.

4. Responding to safeguarding concerns

Where DLTC becomes aware of information that may indicate a risk of harm to a child, the child's welfare will take priority. DLTC may take immediate precautionary measures while the facts are being established. These may include increased supervision, suspension of contact, removal from a work placement, temporary suspension of a host family from hosting, or immediate alternative accommodation. Precautionary action does not of itself mean that an allegation has been substantiated.

5. Relevant Person and safeguarding contacts

The Children First Act 2015 requires the provider to appoint a Relevant Person who is the first point of contact in respect of this Child Safeguarding Statement. Before this statement is formally adopted and displayed, DLTC should insert and confirm the current role-holders below.

Relevant Person	Bob Golden 0879837573 bgolden@dltc.ie
Designated Liaison Person (DLP)	Caroline Theophilo 0831062748 dos@dltc.ie
Deputy DLP	Ivonne Golden 0838451123 accomm@dltc.ie
Mandated person(s), if applicable	DLTC maintains a current list of persons within the organisation who fall within the categories of mandated persons specified in Schedule 2 of the Children First Act 2015.

6. Implementation, availability and review

DLTC recognises that implementation is an ongoing process and is committed to implementing this Statement and the supporting policies, procedures and practices referenced in it.

A copy of this Statement will be provided to staff, displayed prominently at the service, and made available on request to parents or guardians, Tusla and members of the public.

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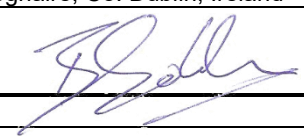
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This Statement will be reviewed at intervals of no more than 24 months and as soon as practicable after any material change in a matter to which it refers. The risk assessment and supporting procedures will also be reviewed following a significant safeguarding incident or where experience indicates that controls should be strengthened.

7. Adoption

Provider	The Dun Laoghaire Tuition Centre Ltd / DLTC Language School
Business address	Century House (Block C, Level 2), 100 Georges Street Upper, Dun Laoghaire, Co. Dublin, Ireland
Signed	 _____
Date adopted / reviewed	18/08/2026