

## **Child Safeguarding Statement and Risk Assessment**

### **Child Safeguarding Statement**

**St.Patrick's National School** is a primary school providing primary education to pupils from Junior Infants to Sixth Class

In accordance with the requirements of the [Children First Act 2015](#), [Children First: National Guidance for the Protection and Welfare of Children 2017](#), [the Addendum to Children First \(2019\)](#), [the Child Protection Procedures for Primary and Post Primary Schools 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of [Insert School Name] has agreed the Child Safeguarding Statement set out in this document.

1. The Board of Management has adopted and will implement fully and without modification the Department's Child Protection Procedures for Primary and Post Primary Schools 2017 as part of this overall Child Safeguarding Statement
2. The Designated Liaison Person (DLP) is **Mr.Damien McIntyre**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Mrs.Marie Kenny**
4. The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the school will adhere to the following principles of best practice in child protection and welfare:

The school will:

- Recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations
- Fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children
- Fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters
- Adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect
- Develop a practice of openness with parents and encourage parental involvement in the education of their children and
- Fully respect confidentiality requirements in dealing with child protection matters

The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

The following procedures/measures are in place:

- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DES website
- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the [National Vetting Bureau \(Children and](#)

St.Patrick's N.S

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Vulnerable Persons) Acts 2012 to 2016 and to the wider duty of care guidance set out in relevant Garda Vetting and recruitment circulars published by the DES and available on the DES website

- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school:
  - Has provided each member of staff with a copy of the school's Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
  - Encourages staff to avail of relevant training
  - Encourages Board of Management members to avail of relevant training
  - The Board of Management maintains records of all staff and Board member training
- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015
- In this school the Board has appointed the above named DLP as the 'Relevant Person' (as defined in the Children First Act 2015) to be the first point of contact in respect of the school's Child Safeguarding Statement
- All registered teachers employed by the school are mandated persons under the Children First Act 2015
- In accordance with the Children First Act 2015, the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. A written assessment setting out the areas of risk identified and the school's procedures for managing those risks is attached as an appendix to these procedures
- The various procedures referred to in this Statement can be accessed via the school's website, the DES website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question. This statement has been published on the school's website and has been provided to all members of school personnel, the parents' association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this statement will be made available to Tusla and the Department if requested.

This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was adopted by the Board of Management on 29/3/23

This Child Safeguarding Statement was reviewed by the Board of Management on 3/2/23

Signed: [Signature]

Signed: [Signature]

Chairperson of Board of Management

Principal/Secretary to the Board of Management

Date: \_\_\_\_\_

Date: 29/03/23

## Child Safeguarding Risk Assessment

### Written Assessment of Risk

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of St.Patrick'N.S.

#### 1. List of school activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting Activities
- School outings
- Use of toilet
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/ needs such as
  - Pupils from ethnic minorities/migrants
  - Members of the Traveller community
  - Lesbian, gay, bisexual or transgender (LGBT) children
  - Pupils perceived to be LGBT
  - Pupils of minority religious faiths
  - Children in care
  - Children on CPNS
  - Children with medical needs
- Recruitment of school personnel including -

- Teachers/SNA's
- Caretaker/Secretary/Cleaners
- Sports coaches
- External Tutors/Guest Speakers
- Volunteers/Parents in school activities
- Visitors/contractors present in school during school hours
- Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Breakfast club
- Homework club/evening study

**2. The school has identified the following risk of harm in respect of its activities -**

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour

- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

**3. The school has the following procedures in place to address the risks of harm identified in this assessment -**

**1. Risk of harm not being recognised by school personnel**

School uniform with crest to clearly identify children forming part of school community  
Adequate supervision of children on yard. SNA assigned to Junior end of school on front yard. Yard rota drawn up at the beginning of each term.

*Improved communication networks in place through our Aladdin Connect App rolled out to parents/guardians for academic year 2022/23. The app allows school staff the ability to update parents on any after school activities where alternative pick up times for example have to be arranged.*

**2. Risk of harm not being reported properly and promptly by school personnel**

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- DLP and DDLP assigned and notices of same clearly displayed around the school
- The school encourages staff to engage in relevant training and for the BOM to be kept up to date regarding any training in relation Child Protection
- Pupils and parents made aware of child safeguarding statement and relevant school personnel to communicate any concerns.

**3 Risk of child being harmed in the school by a member of school personnel**

- The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.
- All staff members adhere to *Child Protection Procedures for Primary Schools 2017* and *Children's First Act 2015*
- All staff have received training in *Children First*

**4. Risk of child being harmed in the school by another child**

- The school has a Supervision Policy, an Anti-Bullying Policy and Code of Behaviour Policy in use in the school. Principal, Damien McIntyre organises and monitors the success and effective running of the yard rota.
- Post COVID, two separate yard books are in operation for any incidents to be recorder (Junior and Senior yard book)
- The school has a yard supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets etc.
- Risk of harm in car park area for drop off and pick up of children (Google Form 2023)
  - Teachers to supervise at school gate until all children picked up but once a child exits the school gate responsibility rests with parents
  - Bus and car park markings to be addressed with council (March 2023). Need to be repainted
  - Lights to be requested from council and to flash at school drop off / pick up times (March 2023)
- The school implements in full the Stay Safe Programme and the S.P.H.E curriculum.

#### 5. Risk of child being harmed in the school by a volunteer or visitor to the school

- The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.
- A visitor is always accompanied by a staff member.
- Main door locked during school day with buzz/key pad system given to school staff and changed on a regular basis.
- Office relocated to front of main building
- There is a 'sign in and sign out' book in operation in the school
- The school has in place procedures in respect of students undertaking work experience in the school

#### 6. Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons

- The school has a policy on 'School outings' and supervision on school outings specific to the risk identified above.

#### 7. Risk of harm due to bullying of a child

- The school has a Supervision Policy, an Anti-bullying policy and a Code of Behaviour Policy in use in the school.
- The school, in addition to fully implementing the Stay safe programme and the SPHE curriculum has intermittingly outside agencies coming in to speak to the children and teachers to compliment the teaching of our SPHE policy.
- In addition, we engage in talks from speakers on topics including bullying (Enda McGahern parent for cyber-bullying discussion with 3<sup>rd</sup> to 6<sup>th</sup>)

- The school has a yard/playground/ classroom supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- All photocopying is done during teacher preparation time and should a teacher need to leave the room for any reason appropriate cover should be provided. Procedure is in place.

#### 8. Risk of harm due to inadequate supervision of children in school

- The school has a yard/playground/ classroom supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms, yard in the morning etc. All photocopying is done during teacher preparation time and should teacher need to leave the room for any reason appropriate cover should be provided.
- Each play area is clearly marked on the yard and each class has a specific play area.
- The school has a Health and Safety Policy
- On a wet day, there is a rota system allowing each class to get an opportunity to use the hall for an indoor break with supervision in place

#### 9. Risk of Harm due to inadequate supervision of children while attending out of school activities

- Extra staff members are allocated for attendance of school outings
- All areas of tour destinations are checked previous to booking
- Regular roll call is taken for out of school activities

#### 10. Risk of harm due to inappropriate relationship/communications between child and another child or adult

- Every September class teachers draw up class contract on behaviour/rules with children. Expectations are clearly set out. Positive reinforcement/praise is promoted in each class. This is reviewed termly by the class teachers
- Initiated from the beginning of academic year 2022/23, the theme of bullying will be taught throughout the month as a whole class measure
- 10 extra minutes of discretionary curriculum time allocated to physical recreation for the best-behaved line of the week (also crosses over with presentation of work/handwriting policy)
- The school implements the full Stay Safe and S.P.H.E curriculum.

**11. Risk of harm due to children inappropriately accessing/using computers, social media, phones/other devices in school.**

- AUP policy reviewed annually and communicated to school community on website
- Google Classroom gives class teacher the security feature to monitor any child that has access to an ipad and ensure any research or websites accessed by children are clearly monitored
- Website content filtering system in line with DES guidelines
- Phones not permitted – clear mobile phone policy
- Regular communication with home in relation to staying safe online
- Speakers into discuss online safety yearly

**12. Risk of harm to children with SEN who have particular vulnerabilities.**

- The school will devise a policy in this area, the school has a special education policy which is currently under review.
- The school has in place a policy and procedures for the administration of medication to pupils
- It is procedure that all children in this category are collected from their classes and returned by the SEN teacher

**13. Risk of harm to child while a child is receiving intimate care**

- The school has an intimate care policy which is in use and effective PPE is available on site

**14. Risk of harm due to inadequate code of behaviour**

- This policy is reviewed at a staff meeting once per year and is effective in practice.
- It will be reviewed in the light of experience.
- The principal will visit classes once a year to engage with the children on the content.

**15. Risk of Harm in one-to-one teaching, counselling, coaching situation**

- The following procedures are in place. Doors open. All sessions are timetabled. Two teachers present where feasible. Timetables are followed and hanging in the staffroom. All changes are made to master copy in staffroom where necessary.
- The school complies with the agreed disciplinary procedures for teaching staff.

**16. Risk of harm caused by member of school personnel communicating with pupils with inappropriate manner via social media, texting, digital device or other manner.**

- Copies of teacher code of conduct given to staff/copies of section 24/2009 made available to all staff. The school complies with the agreed disciplinary procedures for teaching staff.
- Administration only access to Aladdin (Secretary, principal, deputy) and password protected system.
- Caretaker here after school hours.

**17. Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner.**

- Details of teaching code of conduct to staff section 24/2009 made available to all staff
- All laptops and ipads are to be used for school specific purposes only.

**Important Note:** It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary Schools 2017*

In undertaking this risk assessment, the board of management has endeavoured to identify as far as possible the risks of harm that are relevant to this school and to ensure that adequate procedures are in place to manage all risks identified. While it is not possible to foresee and remove all risk of harm, the school has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

### **Examples of activities, risks and procedures**

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.