

Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Scoil Bhríde B.N.S. Kilcruttin, Tullamore

Scoil Bhríde B.N.S. is a primary school with an MGLD special education class providing primary education to pupils from Second Class 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 Scoil Bhríde B.N.S. 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 Davina Sheridan
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Clodagh Burke
- 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.

- 5 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 DE 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 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 Department of Education and available on the DE 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 abovenamed DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the schools 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 and the Addendum to Children First (2019), 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 included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school's website, the DE 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.

- 6 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.
- 7 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 2011.

This Child Safeguarding Statement was reviewed by the Board of Management on 23-2-23.

Signed: Geraldine Byrne
Chairperson of Board of Management

Signed: Roana Sheridan
Principal/Secretary to the Board of Management

Date: 23-2-23

Date: 23-2-23

Child Safeguarding Statement and Risk Assessment

Child Safeguarding Risk Assessment

Scoil Bhríde B.N.S. Kilcruttin, Tullamore

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 Scoil Bhríde B.N.S.

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 [“harm” means, in relation to a child— (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child’s health, development or welfare, or (b) sexual abuse of the child – whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances or otherwise. (*Children First Act 2015*)] This definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary Schools 2017* (p.26).

Risk Identified	Potential Risk of Harm	Risk Level	Procedure in place to manage risk identified
School Opening/Closing Times and Break times.	Access to School Premises/Yard by Visitors /other unknown adults.	High	<ul style="list-style-type: none"> ▪ Supervision of yard by Principal/ Deputy Principal and SNAs. ▪ Secretary in situ in Office from 8.30 am. ▪ Yard Supervision from 9 am. ▪ All visitors sign in and out. ▪ Pupils signed in and out if being collected. ▪ Identification to be worn by visitors. ▪ Arrival and dismissal of pupils to be supervised by teachers at all times. ▪ Fob & keypad entry to front and back entry doors.
Access to and usage of Toilets Toilet Areas for pupils/children	Inappropriate behaviour. Bullying	High	<ul style="list-style-type: none"> ▪ Anti-Bullying Policy. ▪ Code of Behaviour. ▪ Supervision Policy. ▪ Situational Awareness by all Staff members and their Duty of Care in regard to toilet access in this school ▪ Intimate Care & Toileting Policy
Care of children with Special Needs, including intimate care needs.	Harm by school personnel. Bullying by others.	Low	<ul style="list-style-type: none"> ▪ Intimate Care & Toileting Policy ▪ Anti-Bullying Policy. ▪ Code of Behaviour. ▪ SEN Policy
Curricular Provision in respect of SPHE. RSE. Stay Safe.	Non-teaching of same.	Low	<ul style="list-style-type: none"> ▪ School delivers and implements curricula in this area.

Training of school personnel in Child Protection Guidelines and Procedures.	Failure to follow protocols and procedures.	Low	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement and DES procedures made available to all staff. ▪ DLP and Deputy DLP to attend face to face training. ▪ All staff participate in Tusla training ▪ All staff to participate in any other on line training or face to face training offered.
One to one Teaching	Harm by School personnel.	Low	<ul style="list-style-type: none"> ▪ One to one teaching not encouraged in isolation in school ▪ Open door policy included in SEN Policy. ▪ One to one teaching included in SEN Policy and Supervision Policy.
Swimming Lessons.	Harm by other adults and other pool users. Bullying.	High	<ul style="list-style-type: none"> ▪ Strict Protocols in regard to supervision by all school staff. ▪ All changing areas to be designated safe by staff. ▪ Collaborative supervision by staff of children in changing areas and pool. ▪ Garda Vetting Policy - all personnel in contact with children in these activities. ▪ Swimming Policy
Homework Club.	Harm by school Personnel	Low	<ul style="list-style-type: none"> ▪ Homework Club to be staffed by more than one adult. ▪ Homework Club Policy.
Care of Pupils with SEN including intimate care. ⁴	Harm by school Personnel.	Low	<ul style="list-style-type: none"> ▪ SEN Policy ▪ Intimate Care & Toileting Policy
Sports Coaches.	Harm to Pupils.	High	<ul style="list-style-type: none"> ▪ Code of Conduct for External Agencies Involved with Curricular & Extra-Curricular Activities
Use of IT and Communication Technology and Mobile Phones by Pupils.	Bullying Inappropriate Behaviour.	Med	<ul style="list-style-type: none"> ▪ Internet Acceptable Use Policy (AUP). ▪ Anti-Bullying Policy. ▪ Code of Behaviour. ▪ Mobile Phone Policy for Pupils.
Managing of Challenging Behaviour amongst Pupils.	Injury to pupils and staff	High	<ul style="list-style-type: none"> ▪ Health and Safety Policy. ▪ Code of Behaviour. ▪ Formulation of Behaviour Contract

Administration of First Aid.	Harm To Pupils.	Low	<ul style="list-style-type: none"> ▪ Administration of First Aid Policy. ▪ Health and Safety Policy.
Prevention and dealing With bullying amongst Pupils.	Harm to pupils.	Low	<ul style="list-style-type: none"> ▪ Anti-Bullying Policy. ▪ Code of Behaviour.
School Outings.	Harm to pupils by others.	High	<ul style="list-style-type: none"> ▪ Stay Safe Programme. ▪ Anti-Bullying Policy ▪ Code of Behaviour. ▪ Supervision Policy
Students participating in work experience and Teaching Practice.	Harm by student.	Low	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement ▪ Garda Vetting Policy ▪ Work Experience Policy. TY students must be over 16 years old to work with children in this school.
Sporting Activities.	Harm to pupils.	Low	<ul style="list-style-type: none"> ▪ More than one adult supervising activities. ▪ Supervision Policy.
Recruitment of School Personnel, Teachers, SNA's, Caretaker /Secretary, Cleaners. Sports Coaches, External Tutors/Guest Speakers, Volunteers /Parents in school activities. Visitors/contractors present during school activities.	Harm not recognised or properly reported.	Low	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement and DES procedures made available to all staff. ▪ Vetting Procedures ▪ Policy for In-school Parental Involvement. ▪ Code of Conduct for External Agencies Involved with Curricular & Extra-Curricular Activities – including Visitors and Parents.
Use of video/photography or other media to record school events.	Inappropriate behaviour by pupils, school personnel or other adults	Med	<ul style="list-style-type: none"> ▪ Policy on the use of video and Photography to record school events
Break and Playtime	Harm to pupils. Bullying	High	<ul style="list-style-type: none"> ▪ Supervision Policy. ▪ Health and Safety Policy. ▪ Code of Behaviour.
School Transport Arrangements including use of bus escorts.	Harm to pupils	High	<ul style="list-style-type: none"> ▪ Vetting Procedures ▪ Child Safeguarding Statement and DES Procedures.

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 areas in schools
- Annual Sports Day
- Fundraising events involving pupils
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- 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
- 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
- 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 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
- 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
- Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link

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

- 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 it's Addendum (2019)
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- The school has a yard/playground 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.
- The school has in place a School Tours and Outings Policy.
- The school has a Health and safety Policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school has a code of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs Policy

- The school has an Intimate Care Policy/plan in respect of students who require such care
- The school will put in place a Policy and procedures for the Administration of medication to pupils
- The school –
 - Has provided each member of school staff with a copy of the school's Child Safeguarding Statement & Risk Assessment
 - Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement & Risk Assessment
 - Encourages staff to avail of relevant training
 - Encourages board of management members to avail of relevant training
 - Maintains records of all staff and board member training
- The school has in place an Accident – First Aid Policy and
- procedures for the Administration of First Aid
- The school has in place a Code of Behaviour for pupils
- The school has in place an Internet Acceptable Use Policy (AUP) in respect of usage of ICT by pupils and includes provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a Mobile Phone Policy in respect of usage of mobile phones by pupils
- The school has put in place a policy governing the use of smart phones and electronic devices in the school by pupils (and staff) as per circular 38/2018 by June 2022
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison Policy and related procedures
- The school has in place a Policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a Policy and procedures for the use of External Sports Coaches
- The school has in place a Policy and clear procedures for one-to-one teaching activities
- The school has in place a Policy and procedures in respect of student teacher placements and students undertaking work experience in the school.

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.

This risk assessment was completed by the Board of Management of Scoil Bhríde B.N.S. in March 2018. It was reviewed in May 2019 and November 2021. It is reviewed as part of the school's annual review of its Child Safeguarding Statement.

Contact Numbers:

Garda Station Tullamore 057 93 27600

Tusla 057 86 92567

Signed: *Geraldine Byrne* Date: 23-2-23
 Chairperson, Board of Management

Signed: *Davina Sheehan* Date: 23-2-23
 Principal