

Mandatory Template 1: Child Safeguarding Risk Assessment –January 2019

Written Assessment of Risk of Scoil Muire agus Treasa, Swinford National School

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of Scoil Muire agus Treasa, Swinford NS.

1. List of school activities

Daily arrival and dismissal of pupils
Recreation breaks for pupils
Classroom teaching
One-to-One teaching
Outdoor teaching activities
Sporting activities
School outings
Use of toilet/changing areas in school
Annual Sports Day
Fundraising events involving children
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
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
Administration of medicines
Administration of First Aid
Curricular provision 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
- LGBT children
- Pupils of minority religious faiths
- Children in care

Recruitment of school personnel including

- Teachers/SNAs
- Caretaker/Secretary.Cleaner
- 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 schools
Application of sanctions under the school's Code of Behaviour
Students participating in Work experience in the school
Student teachers undertaking training placement in the 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 the school day

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 due to inadequate supervision of children in school
Risk of harm due to bullying of child
Risk of child being harmed in school by another child
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 harm to children with SEN who have particular vulnerabilities
Risk of harm in one-to-one teaching situation
Risk of being harmed by a volunteer or visitor to the school
Risk of harm due to inadequate supervision of children while attending out of school activities
Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child is participating in out of school activities
Risk of harm due to inadequate supervision of children while attending out of school activities
Risk of harm to child while a child is receiving intimate care
Risk of child being harmed by a volunteer or visitor to the school
Risk of child being harmed due to inadequate code of behaviour
Risk of harm due to inappropriate relationship/communications between child and another child (children)
Risk of harm due to inadequate supervision of children while external personnel are engaging in supplementary delivery of curriculum
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 child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in religious ceremonies external to the school
Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
Risk of harm due to children circulating inappropriate material via social media, texting, digital device or other manner
Risk of harm due to inadequate supervision of children while attending out of school activities

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
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
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 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 Behaviour policy for pupils
The school has a Special Educational Needs policy
The school has an SEN policy which outlines clear procedures for one-to-one teaching activities
The school has put in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
The school has a supervision policy to ensure appropriate supervision of children and this will be

updated to address supervision of children while attending out of school activities during school hours

The school has a policy which is being reviewed in respect of school outings

The school has an intimate care policy

The school has a reviewed Health and Safety policy/statement

The school has a policy and procedures for the Administration of Medicines

The school has a policy and procedures for the Administration of First Aid

The school implements in full the SPHE Curriculum

The school implements in full the Stay Safe Programme

The school implements in full the RSE Programme

The school –

- Has provided each member of school staff with a copy of the school’s Child Safeguarding Statement
- Will ensure 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 member to avail of relevant training
- Maintains records of all staff and board members training

The school has a policy and procedures for use of external personnel to support sports and other extra-curricular activities

The school has in place an Acceptable Usage policy with regards to usage of ICT by pupils and staff

The school has a code of conduct for school personnel (teaching and non-teaching staff – contracts)

The school has a policy and procedures in relation to external visitors/speakers/contractors present during school hours

The school has a policy and procedures in relation to student teachers undertaking training placement in school

The school has in place a security system on external doors

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.

This risk assessment has been completed by the Board of Management on _____(date).It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

Principal/Secretary to the Board of Management

Mandatory Template 2: Child Safeguarding Statement

Scoil Muire agus Treasa, Swinford NS 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 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 Muire agus Treasa, Swinford NS 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 Marian Thornburgh

3 The Deputy Designated Liaison Person (Deputy DLP) is Anne Glavey

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 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 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 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, 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.

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 _____ [date].

Signed: _____
 Chairperson of Board of Management
 Date: _____

Signed: _____
 Principal/Secretary to the Board of Management
 Date: _____