

Child Safeguarding Statement and Risk Assessment Template March 2024

Child Safeguarding Statement

Scoil na Tríonóide Naofa is a post-primary school providing post-primary education to pupils from First Year to Leaving Certificate Year

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 \(Revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Scoil na Tríonóide Naofa 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 **Helena Foley**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Roger Corcoran**
- 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 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 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.

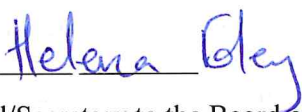
Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 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 _____ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on ____ [most recent review date]

Signed: 
Chairperson of Board of Management

Signed: 
Principal/Secretary to the Board of Management

Date: 20th March 2024

Date: 20th March 2024

Child Safeguarding Risk Assessment

Written Assessment of Risk of Scoil na Tríonóide Naofa

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 na Tríonóide Naofa

1. List of school activities

- Daily arrival and departure of students
- Recreation breaks for students
- Classroom teaching
- On-line teaching and learning where there may be school closures due to COVID 19
- One-to-one teaching
- One-to-one counselling/meetings
- Outdoor teaching activities
- Sporting activities on school site and off school site
- School outings
- School trips involving foreign travel
- School trips involving overnight stay
- School day trips
- School of Music
- Use of toilet/changing/shower areas in school
- Fundraising events involving students
- Use of off-site facilities for student activities
- Use of school transport to and from school and used for school events
- Care of children with special needs, including intimate care where needed
- Management of students with challenging behaviour
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE and RSE
- Prevention and dealing with bullying amongst students
- Training of school personnel in child protection
- Use of external speakers or guests invited to the school
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of students with specific vulnerabilities/needs eg. students from ethnic minorities including Traveller children, LGBT students, students in care, students from minority faiths
- Recruitment of school personnel including-teachers, SNA's and secretaries, student teachers and teaching assistants
- Contractors present during school hours
- Contractors present after school hours
- Participation of students in religious ceremonies and other events including school graduation, Open nights, Options nights, Concerts, Carol service, Christmas Fair
- Use of Information and Communication Technology by students in school
- Application of sanctions under the School Code of Behaviour
- Students participating in work experience outside the school
- Use of video/photography/other media to record student participation in or at school events/assessments or promotion of school
- Use of Information and Communication Technology by staff
- After school use of premises by other organisations

- Evening study and after school classes/tuition
- Practical and State Examinations Inspectors/Supervisors and Exam Aides
- Reporting of Child Protection concerns
- Maintenance/Cleaning of school
- School Assemblies
- Fire Evacuation
- Procedures associated with COVID 19

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 student being harmed in the school by a member of school personnel
- Risk of a student being harmed in the school by another student
- Risk of a student being harmed in the school by a visitor, volunteer, guest, supervisors inspectors, examination aides
- Risk of harm to a student by a member of staff who has not been Garda Vetted
- Risk of harm to a student by a member of staff from the Facility Management Company (BAM) or those associated of the Facility Management Company (BAM)
- Risk of a student being harmed by a member of school personnel, a member of staff of another organisation or other person while the student is participating in out of school activities
- Risk of harm due to bullying a student
- Risk of harm due to inadequate supervision of students in school
- Risk of harm due to inadequate supervision of students while attending out of school activities
- Risk of harm due to inappropriate relationship/communication between student and another student or adult
- Risk of harm students inappropriately accessing/using computers, social media, phones or other devices while at school
- Risk of harm to students with SEN who have particular vulnerabilities
- Risk of harm to student while a student is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to- one teaching, counselling or meetings
- Risk of harm to student in a one-to-one coaching situation
- Risk of harm caused by a member of school personnel communicating with students 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 to students on foreign exchange programmes
- Risk of harm to students by others while involved in out of school activities sanctioned by the school, e.g. work experience
- Risk of harm of students while waiting for parent/guardian after school hours while on the school premises
- Risk of harm to students while waiting for parent/guardian during Parent/Teacher meeting and other on-site activities
- Risk of harm to a student during a fire drill/evacuation
- Risk of harm to a student due to circumstances associated with administration of protocol around COVID 19

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* and all registered staff are required to adhere to the *Children First Act 2015*
- All school personnel have engaged in training around Child Protection and Child Protection obligations
- The school implements the full SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- The school has an anti-Bullying Policy which adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- The school has a supervision plan to ensure appropriate supervision of students during break times
- The school requests all visitors to sign in at school reception on arrival at the school and display visitor badge during the course of visit
- The school adheres to the requirements of Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting
- The school complies with the professional code of conduct for teachers
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs Policy
- The school has in place a Code of Behaviour for students
- The school has in place an ICT policy in respect of ICT by pupils
- The school has in place an AUP policy
- The school has in place Protocols for learning online
- The school has in place a mobile phone policy in respect of usage of mobile phones
- The school has in place a Critical Incident Plan
- The school has in place a COVID 19 Response Plan
- The school has protocol for signing students in and out of school during the school day

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.

