

## **Mandatory Template 1: Child Safeguarding Statement and Risk Assessment** **Template**

### **Child Safeguarding Statement**

St. Paul's N.S. 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 \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of St. Paul's 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 (revised 2023)* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Clodagh Redican
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ruth McDermott
- 4 The Relevant Person is Clodagh Redican
- 5 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.
- 6 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie 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 gov.ie 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- 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 gov.ie 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.

- 7 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.
- 8 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 18<sup>th</sup> November, 2024.

This Child Safeguarding Statement was reviewed by the Board of Management on 18<sup>th</sup> November, 2024.

Signed: \_\_\_\_\_

Chairperson of Board of Management

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

Signed: \_\_\_\_\_

Principal/Secretary to the Board of Management

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

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of St. Paul's N.S.

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 (revised 2023)*, the following is the Written Risk Assessment of St. Paul's N.S.

<b>1. List of School Activities</b>	<b>2. The school has identified the following risk of harm</b>	<b>3. The school has the following procedures in place to address risk identified in this assessment</b>
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly by school personnel	<p>Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>DLP&amp; DDLP to refresh Oide training. All Staff to view Túsla training module &amp; any other online training offered by Oide.</p> <p>BOM maintains records of staff and board training</p>
One to one teaching	Harm by school personnel	<p>SEN Policy updated. Subsection on one-to-one teaching included in SEN Policy.</p> <p>Use of table outside office or table between classrooms for one to one teaching. If SET room must be used, then door will be left open. Glass in door for visibility.</p> <p>Table between teacher and pupil.</p>
Care of children with special needs, including intimate care needs	Harm by school personnel	Subsection on intimate care included in the Toileting Policy
Curricular provision in respect of SPHE, RSE, Stay Safe	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full.
LGBT Children/Pupils perceived to be LGBT	Bullying	<p>Anti-Bullying Policy</p> <p>Code of Behaviour Policy</p> <p>Enrolment Policy</p> <p>Supervision</p>

Daily arrival and dismissal of pupils	Harm from other pupils and unknown adults on the playground	Arrival and dismissal supervised by teachers
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	Restraint Policy to be drafted Health and Safety Policy Code of Behaviour Policy
Sports Coaches	Harm to pupils	Supervised by teachers Coaches are Garda Vetted
Students participating in work experience	Harm by student	Supervised by teachers Pupils on work experience are Garda Vetted if aged 16 years or over.
Recreation breaks for pupils	Harm to pupils	Supervised by teachers Supervision Policy Code of Behaviour Policy
Classroom teaching	Harm to pupils	Teachers Garda Vetted Teachers trained in new child protection procedures Windows in doors Large classroom windows Code of Behaviour Policy
Sporting activities	Harm to pupils	Code of Behaviour Policy Adequate supervision
Distance Learning	Harm to pupils	Acceptable Use Policy Code of Behaviour
School outings	Harm to pupils	Code of Behaviour Policy Adequate supervision Facilitators Garda Vetted
Use of toilet/changing/shower areas during swimming	Harm to pupils	Instructors of swimming Garda Vetted Teachers and parent helpers Garda Vetted
Annual sports day and flag raising ceremonies	Harm to pupils	Supervision by teachers Supervision of pupils by own parents or guardians if present. Procedures revised with pupils prior to event Code of Behaviour Policy

Fundraising events involving pupils	Harm to pupils	Pupils are supervised by parents or guardians
Use of off-site facilities for school activities	Harm to pupils	Adequate supervision
School transport arrangements including use of bus escorts	Harm to pupils	Bus Eireann Code of Practice
Administration of Medicine Administration of First Aid	Incorrect administration of medicine or first aid	Administration of Medicine and First Aid Policy re-drafted Teachers to attend training in First Aid Staff attended training in administration of an EpiPen
Prevention and dealing with bullying amongst pupils	Bullying	Anti-Bullying Policy Supervision Stay Safe Programme Code of Behaviour Policy
Use of external personnel to supplement curriculum	Harm to pupils	Teacher present when external personnel is supplementing the curriculum. External personnel Garda Vetted
Care of pupils with specific vulnerabilities/ needs such as <ul style="list-style-type: none"> <li>● Pupils from ethnic minorities/migrants</li> <li>● Members of the Traveller community</li> <li>● Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>● Pupils perceived to be LGBT</li> <li>● Pupils of minority religious faiths</li> <li>● Children in care</li> <li>● Children on CPNS</li> </ul>	Bullying	Anti-Bullying Policy Code of Behaviour Policy Supervision Enrolment Policy

<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> <li>● Teachers</li> <li>● SNAs</li> <li>● Caretaker/Secretary/Cleaners</li> <li>● Sports coaches</li> <li>● External Tutors/Guest Speakers</li> <li>● Volunteers/Parents in school activities</li> <li>● Visitors/contractors present in school during school hours</li> <li>● Visitors/contractors present during after school activities</li> </ul>	<p>Harm not recognised or properly or promptly reported</p>	<p>Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>Staff to view Tusla training module &amp; any other online training offered by Oide</p> <p>Vetting Procedures</p>
<p>Use of Information and Communication Technology by pupils in school</p>	<p>Bullying</p>	<p>ICT policy to be reviewed – Created June 2020</p> <p>Anti-Bullying Policy</p> <p>Code of Behaviour Policy</p> <p>Websites blocked and access restricted by Oide</p> <p>Use of devices timetabled and supervised.</p> <p>Devices allocated to specific pupils.</p>
<p>Application of sanctions under the school’s Code of Behaviour</p>	<p>Harm not recognised</p>	<p>Code of Behaviour signed by parents on enrolment</p> <p>Supervision</p>
<p>Student teachers undertaking training placement in school</p>	<p>Harm by student</p>	<p>Supervised by teachers</p> <p>Pupils on teaching practice are Garda Vetted</p>
<p>Use of video/photography/other media to record school events</p>	<p>Website and other media can be accessed by public</p>	<p>Image Policy</p> <p>Consent given by parents</p>
<p>After school use of school premises by other organisations</p>	<p>Harm from unknown children and adults</p>	<p>Supervised dismissal of school children by teachers</p>

**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 (revised 2023)*

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.