

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template (Landscape Version)

Child Safeguarding Statement

St Patricks 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. Patrick'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 Joe O'Connor

3 The Deputy Designated Liaison Person (Deputy DLP) is Nicki Cole

4 The Relevant Person is Joe O'Connor
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)

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.

7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association 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 25/09/2017.

This Child Safeguarding Statement was reviewed by the Board of Management on 21/11/23 [most recent review date].

Signed: Thomas Kheafey
Chairperson of Board of Management

Signed: Joe D'Erma
Principal/Secretary to the Board of Management

Date: 21/11/23

Date: 21/11/23

Child Safeguarding Risk Assessment

Written Assessment of Risk of St. Patrick's

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

1 List of School Activities	2 The School has identified the following Risk of Harm in respect of its activities	3 The School has the following Procedures in place to address risk identified in this assessment
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly by school personnel	<ul style="list-style-type: none"> • All school personnel are provided with a copy of the school's <i>Child Safeguarding Statement</i> • The <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> are made available to all school personnel • School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and its Addendum (2019)` • DLP and DDLP have attended face to face training • All staff have completed the introduction to Children First as TUSLA training module
Classroom teaching	Risk of harm not recognised by school personnel, not being reported properly or promptly	<p>Anti-bullying policy Child Safeguarding Statement (CSS) Kiva Stay Safe</p>

	Risk of being harmed in school by member of personnel or another pupil	Walk Tall Administration of medicine policy School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and its Addendum (2019) SPHE Curriculum
One to one teaching/ learning/ counselling	Risk of harm in one to one teaching counselling situations	Glass panel in doors and glass in window Class teacher informed of child's whereabouts
Care of Children with special needs, including intimate care needs	Risk of harm not recognised by school personnel, not being reported properly or promptly Risk of being harmed in school by member of personnel	Staff familiarised themselves with policy on intimate care needs School has an SEN policy
Toilet areas	Inappropriate behaviour	One child to toilet cubicle at any given time. During break times children ask adult for permission to use the toilets.
Curricular Provision in respect of SPHE, RSE, Stay safe.	Non-teaching of same	School implements in full SPHE curriculum, RSE and Stay Safe
Daily arrival and dismissal of pupils	Harm from older pupils, unknown adults on the playground	Senior management and SNA staff supervise from 8.35am onwards. Class teachers and SNA's escort children out at dismissal and supervise pickups.

Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	Staff participated in MAPA training, policy was drawn up and ratified Health & Safety Policy Code Of Behaviour
Sports Coaches and outside tutors	Harm to pupils	All are Garda vetted and accompanied by teacher and (if applicable) SNA
Students participating in work experience	Harm by student	Child Safeguarding Statement. All are Garda vetted (where applicable) and accompanied by teacher and (if applicable) SNA
Recreation breaks for pupils	Harm to pupils	School has a yard supervision procedure to ensure appropriate supervision of pupils during assembly, arrival, dismissal and breaks. Four teachers are on a supervision rota and all SNA's supervise on yard also.
Outdoor teaching activities	Harm to pupils	Teacher and SNA (where appropriate) supervise
Sporting Activities	Harm to pupils	Teacher and SNA (where appropriate) supervise
School trips involving overnight stay	Children going off on their own and inappropriate behaviour in dorms	Boys and girls in separate dorms. Supervision by male and female teachers and SNA where appropriate.
School outings	Harm to pupils Close contact with an adult	Teacher and SNA (where appropriate) supervise

	Risk of child being harmed by a member of school personnel or a member of another organisation or other person while participating in out of school activities eg school trips and swimming lessons	
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Annual Sports Day	Harm to pupils and contact with wider school community	Teacher and SNA (where appropriate) supervise. All staff involved All volunteers are garda vetted where appropriate
Fundraising events involving pupils	Harm to pupils	Teacher and SNA (where appropriate) supervise
Use of off-site facilities for school activities	Harm to pupils	Teacher and SNA (where appropriate) supervise during school hours. After school hours teacher supervises.
School transport arrangements re school trips	Harm to child by others on bus	Teacher and SNA (where appropriate) supervise
Administration of First Aid	Harm to pupils	First Aid training for staff. Administered by a teacher or SNA
Administration of Medicine	Harm to pupils and others	No medicine administered in school only in exceptional circumstances with signed permission from parents. Medicine kept in secure place.
Prevention and dealing with bullying amongst pupils	Harm to pupils	Anti-bullying policy. Kiva programme. Staff trained and programme rolled out September 2023

<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) children and pupils perceived with LGBT • Pupils of minority religious faiths • Children in care • Pupils on TUSLA child protection notification system (CPNS) • Children with medical needs 	<p>Risk of harm due to bullying/racism</p> <p>Risk of harm not recognised or properly or promptly reported by school personnel</p>	<p>Anti-bullying policy Child Safeguarding Statement (CSS) Kiva Stay Safe Walk Tall Administration of medicine policy SPHE Curriculum Culture Day Different Families Same Love HSCL visits and establishes links with vulnerable minorities</p>
<p>Recruitment of school personnel including</p> <ul style="list-style-type: none"> • 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 	<p>Risk of harm not recognised or properly or promptly reported</p>	<p>Child Safeguarding Statement & DES procedures made available to all staff Staff have been trained in Children First Guidelines from TUSLA All personnel dealing with children Garda Vetting Staff personnel present at all times with volunteers whilst working with children.</p>
<p>Use of Information and Communication Technology by pupils including social media</p>	<p>Risk of harm due to children inappropriately accessing / using computers, social media, phones and other devices while at school</p> <p>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 while accessing learning platforms</p>	<p>The school has an acceptable use policy in place to include provision for online teaching and learning remotely and has communicated this policy to parents. Mobile Phone Policy</p> <p>The school has in place a policy governing the use of mobile/smart phones/ smart watches ICT policy Anti-Bullying Policy</p>

	<p>Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner</p> <p>Risk of harm caused by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</p>	<p>Code of Behaviour Stay Safe Walk Tall Programmes</p>
<p>Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.</p>	<p>Harm to pupils</p>	<p>Door left open and other teachers made aware that children are on supervised detention When standing at wall children are in view and supervised Phones kept in office and returned at the end of the school day</p>

<p>Use of video/photography/other media to record school events</p>	<p>Risk of harm caused by member of school personnel/outside agency accessing or circulating inappropriate material</p>	<p>ICT policy Enrolment Policy Parents attending school events are reminded of child protection procedures regarding recording and photographing children on the premises When teachers take photos of school events for school website. They delete photos from their phone once uploaded to website. Children Safe Guarding Statement Risk Assessment</p>
<p>After school use of school premises by other organisations</p>	<p>Risk of harm due to inadequate supervision of children while attending after school activities on premises, held by other organisations</p>	<p>The outside organisations adhere to the requirements of the garda vetting legislation in relation to recruitment and garda vetting</p>

		Garda vetting Insurance Safeguarding Statement
Sporting events and matches	Changing clothes Risk of harm due to inadequate supervision of children at events	Change in separate rooms Gender specific (where possible) staff member supervising at all times
School shows	Changing clothes	Change in separate rooms Gender specific (where possible) staff member supervising at all times Staff personnel numbers sent to events vary depending on numbers of children and the nature of the event
Visitors, Contractors (HSE screening immunisation), Outside Agencies present in school during school hours	Risk of harm due to inadequate supervision Close contact between child and adult Visitor goes to classroom unaccompanied	Doors locked Visitors/parents must check in at reception. In regard to parents collecting child during school hours, child will meet them at reception. Children must be signed out. Staff on alert for strangers in the school Contractors follow company/organisation guidelines relating to child protection.
Management of provision of food and drink	Risk of harm to children with allergies Risk of harm due to inadequate supervision Risk of harm due to inadequately supplied food (out of date) Risk of illness or choking due to food	Identified all children with allergies of those who have care needs at meal times. Food is properly cooked, stored and transported by suppliers to maintain quality Only drink supplied is water

Use of external personnel to supplement curriculum	Risk of child being harmed in school by external personnel	Child Safeguarding Statement Staff personnel present with external personnel at all times Garda vetting for all external personnel.	
Use of external, personnel to support sports and other extracurricular activities	Risk of child being harmed in school by external personnel	Child Safeguarding Statement Staff personnel present with external personnel at all times Garda vetting for all external personnel Health and Safety Policy.	
Student teachers undertaking training placement in school	Risk of child being harmed in school by external personnel	Child Safeguarding Statement Garda vetting for all external personnel Staff personnel present with external personnel at all times Teaching college code of conduct Students receive school welcome pack.	
Homework Club/ evening study	Risk of child being harmed in the school by personnel involved	Garda vetting for personnel involved Health and Safety Policy Child Safeguarding Statement School code of behaviour still applies.	
Participation by pupils in religious ceremonies (Bishops Medal) external to the school	Risk of harm due to inadequate supervision of children while attending religious ceremonies held by other organisations	School has clear procedures in place in respect of school outings Staff personnel present at all times School coats and tracksuits worn for easy identification of pupils	

<p>Daily arrival and dismissal of pupils</p>	<p>Harm from older pupils, unknown adults on the playground</p>	<p>Senior management and SNA staff supervise from 8.35am onwards. Class teachers and SNA's escort children out at dismissal and supervise pickups.</p>
<p>Children arriving in school early for extracurricular activities.</p>	<p>Left on their own unsupervised, harm from strangers outside of school,</p>	<p>Teachers involved onsite before meeting time and admit children into school and oversee activities.</p>

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H=High M=Medium L=Low	Controls (When all controls are in place risk will be reduced)	Is this control in place?	Action to do list/outstanding controls *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date when action completed
COVID-19	N	Illness	H	School Covid19 Response Plan in place in line with Department of Education guidance and the Return to Work Safely Protocol and public health advice	Yes	Follow public health guidance from HSE re hygiene and respiratory etiquette and cleaning All cleaning will be undertaken in line with DES and public health guidance.	Board of Management Principal Staff	

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.