



## **Child Safeguarding Statement and Risk Assessment**

**St. Attracta's Senior National School** is a Catholic co-educational primary school providing education to children from 3<sup>rd</sup> to 6<sup>th</sup> class. It is guided in all its work by an ethos of mutual respect for one another in a caring, happy, secure and inclusive learning environment.

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 St. Attracta's Senior National School has agreed the Child Safeguarding Statement set out in this document.

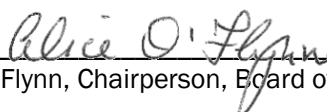
- 1** The Board of Management has adopted and will implement fully and without modification the Department's Child Protection Procedures for Primary and Post Primary Schools 2017 as part of this overall Child Safeguarding Statement
- 2** The Designated Liaison Person (**DLP**) is **Shane Maguire, Principal**.
- 3** The Deputy Designated Liaison Person (**Deputy DLP**) is **Peter Kenny, Deputy Principal**.
- 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 cooperate with the relevant statutory authorities in relation to child protection & welfare matters.
  - adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the need 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;
  - fully respect confidentiality requirements in dealing with child protection matters.
- 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.

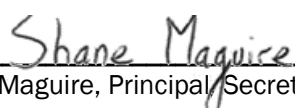
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
    - has provided each member of staff with a copy of the school's Child Safeguarding Statement
    - ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
    - encourages all 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 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.
6. 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.
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 at its March 2018 meeting.

This Child Safeguarding Statement was reviewed by the Board of Management on 26 September 2022.

Signed:   
Alice O' Flynn, Chairperson, Board of Management

26ú Meán Fómhair 2022

Signed:   
Shane Maguire, Principal/Secretary to the Board of Management

26ú Meán Fómhair 2022



# Child Safeguarding Risk Assessment

## Written Assessment of Risk of Saint Attracta's Senior National School

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 Saint Attracta's Senior National School.

### 1. List of School Activities

- Training for School
- Personnel in Child Protection Matters
- One to one teaching
- One to one SNA support
- Care of children with special needs including intimate care needs
- Use of Cool Room
- Curricular provision in respect of SPHE, Stay Safe and RSE
- Toilet areas
- 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) pupils
  - Pupils perceived to be LGBT
  - Pupils of minority religious faith
  - Children in care
  - Children with Additional Educational Needs
- ICT usage by pupils and staff
- Use of video/photography/other media to record school events
- Recruitment of new staff
- External Tutors/Guest Speakers
- Transition Year students and SNAs on Work Experience
- Student teachers on Teaching Practice
- Volunteers /Visitors/ Parents
- Extra-Curricular Activities
- Sport for All Days
- Sports Coaches
- Challenging behaviour amongst pupils and/or against staff
- Detention
- Health and Safety
- Administration of Medicine/First Aid
- School Tours and Excursions
- Matches, Training, Changing for Sporting Activities
- Swimming Lessons
- Cycle Training
- Library, Computer Room, Curriculum Room & PE Equipment Room
- Annual Sports Day
- Active Schools Days/Week
- Incursion into school/ classrooms by outsiders
- Dangers associated with open plan school yard
- Flight Risk re. children with Special Educational Needs
- Recreation Breaks for Pupils
- Daily Arrival and Dismissal of Pupils
- Children being collected from school
- Children doing jobs for class teacher or as prefects

## **2. The school has identified the following risk of harm in respect of its activities -**

- Risk of harm from individuals passing through the school grounds during delivery and collection times
- Risk of harm from individuals passing through the school grounds during lunch and mid-morning breaks
- Risk of Incursion into the school/classrooms by outsiders
- Risk associated with the delivery and collection of children to/from school during break times and at times other than official delivery/collection times
- Risk of harm due to inadequate supervision of children in school
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by a member of school personnel
- Risk of harm in one-to-one teaching, counselling, coaching situation
- 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 participating in out of school activities e.g. school trip
- 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 volunteer or visitor to the school
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to bullying of child
- 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 to child associated with the administration of medicine
- Risk of harm in the event of pupil having to be restrained
- Risk of harm due to children inappropriately accessing/using computers and other devices while at school
- 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 the presence of personnel contracted to do maintenance work in school

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

- Child Safeguarding Statement and DES procedures available to all school personnel.
- All school personnel to be given a copy of Children First: National Guidance for the Protection and Welfare of Children 2017
- DLP and DDLP to attend PDST face to face training.
- All staff to view Tusla and PDST training modules.
- BOM records all staff and BOM training.
- All visiting staff and part-time teachers to comply with Garda Vetting.
- All visiting staff and part-time teachers to be provided with a copy of the school's Child Safeguarding Statement.
- Child Protection to be on the agenda for all Staff and Board meetings
- Open doors/doors ajar
- Vision panels in all doors
- Comprehensive Learning Support policy and procedures in place
- Movement breaks to be kept short and to be as visible as possible to avoid prolonged 1:1 interaction
- Intimate Care Policy in place

- Safety Procedures for Children with SEN in place
- SNA policy in place
- All teachers and SNAs familiar with above policies
- Differentiated programmes in place for teaching Stay Safe and RSE
- Green/Red man to be displayed on Cool Room door when room is in use
- SNA to let Class Teacher know that child is being taken to Cool Room
- Spot checks by other school personnel
- The school implements in full the following programmes: SPHE Programme, Stay Safe Programme, RSE Programme
- Since 2020/2021 Stay Safe has been taught in all standards from 3rd to 6th
- Introduction of Weaving Well-Being programme is being used by SET teachers as part of Social Skills Programmes being taught
- Only one child at a time allowed access to toilet
- Teacher/SNA to be present in classroom
- Staff toilets not to be used by pupils
- Specific procedures for leaving yard during break times
- Clear signage on all toilet doors
- Specific procedures for use of toilet while in swimming pool
- Climate of kindness and respect cultivated throughout the school
- Code of Good Behaviour in place
- Anti-Bullying Policy in place
- Anti-Bullying Week
- Anti-bullying posters on display in school environment
- Talks for pupils on all forms of bullying
- Talks for pupils and parents on cyber-bullying and internet safety
- Stay Safe programme – relevant lessons
- Specific lessons on equality and discrimination as part of SPHE programme
- Laptop Use Agreement
- AIUP in place
- Mobile Phone Policy in place
- Care in use of internet in classroom and in computer room
- Controlled access to internet
- Parental consent forms required
- Need to discuss this re using our phones to take videos/photos for lessons/records/school events/blogs/website
- Use of school camera(s) only to record school events both in video and photographic form.
- Child Safeguarding Statement and Children First procedures available to all staff.
- All new staff to provide Board of Management with up to date Garda Vetting documentation
- All new staff to complete online Túsla Children First Module and to give certificate to principal
- Teacher to be present with External Tutor/Guest Speaker at all times
- External Tutors/Guest Speakers to be identified as visitors to the school
- Visitor lanyards identifying visitors to be distributed on arrival at the office
- National Bureau vetted
- Work experience personnel to remain in company of school staff at all times
- Attention of Student Teachers to be brought to school policies/procedures on website
- Vetting procedures in place
- Access to Child Safeguarding Statement and relevant policies

- External Tutors/Guest Speakers to be identified as visitors to the school
- Garda Vetting, policy and procedures in place.
- No 'one to one' situations
- Class teacher to remain present with coach throughout session
- Procedures/practices to be given to visiting coaches
- Code of Good Behaviour in place
- Health and Safety Policy in place
- Issues around physical restraint of children prone to violent behaviour. Parents to explain deep compression exercises for distressed students - how and when to use resources such as weighted blanket
- SESS interventions and/or training if necessary
- Supervision of such children to be emphasised during break times
- Children not accessing the yard to be supervised indoors
- Pupils to be supervised indoors by appropriate adult
- Health and Safety Policy in place
- Regular checks by Health & Safety Officer/Board of Management – see *attached audit, March 2020*
- Administration of Medicines Policy and procedures in place
- Administration of first aid by SNAs takes place in yard rather than in kitchen when possible
- Regular communication with parents/ adults and outside agencies
- Records of medication administered kept securely in children's files  
- Teachers/SNAs to record if any medication administered
- Adequate supervision by adults as per our insurance company's instruction  
(1 Garda Vetted adult per 10 pupils)
- All parents accompanying class must be Garda Vetted for school support
- Intimate Care Policy
- School Tours/Educational Outings Policy
- Supervision Policy in place
- Procedures for giving lifts to matches
- Swimming Policy in place
- Children with Additional Educational Needs are brought to the attention of staff members in Meadowbrook Swimming Pool by the class teachers
- School Insurance details are provided to Meadowbrook Leisure Centre.
- Supervision Policy in place
- Pupils always in line of sight of teachers as well as tutors
- All children to walk quietly on right hand side of corridor
- Children not to enter these rooms ahead of teacher/SNA
- Children to sit on benches if teacher is in Equipment Room
- Children supervised by staff and parents
- Procedures carefully worked out - crossing road, toilet visits, etc.
- Parents informed of details of day
- Safety check of running surface prior to start of events
- Staff given opportunity to give feedback after event
- All access doors locked during school hours – occasional reminders needed
- Children not permitted to open front door of school
- Supervising staff to exercise vigilance when 'passers-by' use the yard as a right of way
- Supervising teachers approach individuals who engage in conversation with children or individuals lingering in the environs of the yard during playtime
- Supervising staff report suspicions to Principal

- Three teachers as well as relevant SNAs on yard duty at all times
- Children advised not to talk to individuals other than teachers/SNAs on yard
- Continuous supervision by SNA/Teacher both outside and inside the building
- Children may/must wear hi-viz jackets when outside
- Staff on yard to wear high-viz jackets for rapid identification
- SNAs on duty at main exit points in yard
- School gates closed during school hours
- Policy and procedures in place
- Code of Good Behaviour in place
- Procedures for holding doors on windy days
- Brennan's Insurance offered by Parents' Association to all parents
- Arrival and Dismissal procedures
- Supervision Policy
- Health & Safety Policy
- Parents must give permission for children to be released to persons other than parents
- On wet days, children are supervised in Halla (not during Covid). All SNAs should also be in attendance from 8.40 onwards
- Parking of vehicles close to or on crossings
- Procedures for delivery and collection of children to be followed
- Parent/Guardian to sign child out in the office if they are being collected at times other than 2.30pm
- Children cannot be collected directly from the yard by parent or guardian - class teacher must release child or child must be seated in reception area for collection by parent/guardian
- Parents should wait at reception while child is being collected from classroom
- Children should only move tables, benches etc. under adult supervision
- Children should always do jobs in school grounds in pairs
- Children going to Junior School should go in pairs and should notify principal/secretary when leaving/returning

**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 of St. Attracta's Senior National School has endeavoured to identify as far as possible the risks of harm that are relevant to the 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 on 20<sup>th</sup> March 2018 and reviewed on **25<sup>th</sup> March 2019, 17<sup>th</sup> August 2020, 27<sup>th</sup> September 2021 & 26<sup>th</sup> September 2022**
- It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement. It is therefore scheduled for further review in **September 2023.**

Signed Alice O'Sullivan Chairperson of the BOM Date: 26/09/2022

Signed Shane Maguire Principal Date: 26/09/2022