

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

Child Safeguarding Statement

SN Mhuire, Barntown is a primary school providing primary education to pupils from Junior Infants to Sixth Class to Leaving Certificate Year (delete as appropriate).

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 Sn Mhuire, Barntown 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 **Mrs. Nicola Roche, Príomhoide**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Ms. Claire Byrne, Leas Príomhoide**
- 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 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 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 21st April 2021

This Child Safeguarding Statement was reviewed by the Board of Management on 15th November 2021

Signed: Fr John Carroll
Chairperson of Board of Management

Signed: Mrs Nicola Roche
Principal/Secretary to the Board of Management

Date: 14th December 2021

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Child Safeguarding Risk Assessment

Written Assessment of Risk of SN Mhuire, Barntown

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 Sn Mhuire, Barntown

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 the risks of harm identified in this assessment -
One-to-one teaching	Risk of inappropriate behaviour/harm by school personnel	Statutory vetting requirements in place. Glass panel in doors always kept clear. Classroom door to be kept open, if deemed necessary. Have one-to-one workstation in view of panel. Table between teacher and pupil/teacher awareness of proximity of pupil. Parents of children attending SET team are informed and permission is sought. SNAs working in one-to-one situations will do so in an open environment under the direction of the class teacher.
Classroom teaching	Risk of inappropriate behaviour/harm by school personnel	Statutory vetting requirements in place. Glass panel in classroom doors Code of behaviour Staff child protection training.
Care of Children with special needs, including intimate care needs	Risk of inappropriate behaviour/harm by school personnel	Statutory vetting requirements in place. Policy on intimate care.

		<p>Communication with parents and written instructions sought where necessary + permission of parents sought.</p> <p>Child Safeguarding Statement.</p> <p>Whole staff Child Protection training.</p>
Managing of challenging behaviour amongst pupils	Risk of injury to other pupils.	<p>Statutory vetting requirements in place.</p> <p>Code of Behaviour.</p> <p>Red card system to the office/next classroom.</p> <p>Early intervention by teacher/SNA where possible to prevent escalation – identification of triggers.</p> <p>Regular communication with parents/relevant support agencies.</p> <p>Child Safeguarding Statement.</p>
Use of toilets during outside breaks	Risk of inappropriate behaviour/harm by school personnel and or other pupils	<p>Anti-Bullying Policy.</p> <p>Code of Behaviour.</p> <p>Friendship Week per term.</p> <p>Supervision Policy</p> <p>Teacher Supervision</p>
Daily arrival of pupils.	Risk of harm from older pupils, inappropriate behaviour, unknown adults on the school grounds	<p>Supervision from 9:00am at both gates</p> <p>Children walk directly to the classrooms</p> <p>Principal secures gate into school yard at 9:20 a.m.</p> <p>Reminders to children to come to the front door if late in the morning.</p>
Daily dismissal of pupils	Risk of harm from older pupils and inappropriate behaviour	<p>Pupils escorted out of the building by class teachers and supervised by principal/deputy principal.</p> <p>Reminders to children to wait with the principal at the school gate/go to the office if not collected.</p>

		Parents required to notify school if someone new collecting a child/change of arrangements.
Use of external personnel to supplement curriculum e.g. Literacy Lift Off	Risk of inappropriate behaviour/harm by School personnel/peers/older children/extra personnel.	Statutory vetting requirements in place. Always with teacher supervision. Code of Behaviour & normal policies & procedures adhered to.
Outdoor Recreation breaks for pupils	Risk of inappropriate behaviour/harm by other pupils.	Code of Behaviour. Anti- Bullying policy. Designated play areas and rotas of equipment use Teacher Supervision rota in place RSE, Stay Safe, Walk Tall, SPHE programmes taught. SNA supervision in classes where SNA works.
Indoor Recreation breaks for pupils on wet days.	Risk of inappropriate behaviour/harm by other pupils.	Code of Behaviour. Anti- Bullying policy. Teacher Supervision rota in place RSE, Stay Safe, Walk Tall, SPHE programmes taught. Classroom doors kept open during these breaks. SNA supervision in classes where SNA works.
Outdoor teaching activities in school grounds	Risk of inappropriate behaviour/harm by school personnel/other pupils	Yards are fenced and gated. Code of Behaviour. Child safeguarding training. Teacher Supervision. Children allocated an SNA due to concerns re: flight risk will be accompanied by that SNA. Statutory vetting requirements in place.

School outings	<p>Risk of inappropriate behaviour/harm by school personnel/other pupils/stranger/a person employed at the tour venue</p> <p>A child straying from the group</p>	<p>Code of Behaviour.</p> <p>Anti- Bullying policy.</p> <p>Staff Safe Guarding training.</p> <p>Supervision (minimum of 2 adults on a bus, one being the class teacher).</p> <p>SNA accompanying where needed with child allocated same.</p> <p>Children & staff adhere to policies & procedures in place at venue.</p> <p>Statutory vetting requirements in place for all accompanying adults.</p> <p>Phones/Electronics/Smart watches not permitted</p>
Use of Information and Communication Technology by staff & pupils in school	<p>Risk of inappropriate behaviour/harm by school personnel/older pupils/peers /unknown persons.</p> <p>Risk of viewing/accessing inappropriate material on YouTube.</p> <p>Risk of Bullying</p>	<p>Code of Behaviour.</p> <p>Anti-Bullying Policy.</p> <p>Acceptable Use of ICT policy.</p> <p>Mobile phone policy.</p> <p>ICT used under teacher supervision.</p> <p>YouTube protocol sanctioned and in place.</p>
Use of film/DVD/clips as teaching tool	<p>Risk of children exposed to age in-appropriate material</p>	<p>Code of Behaviour.</p> <p>Anti-Bullying Policy.</p> <p>Acceptable Use of ICT policy.</p> <p>Age appropriate material only shown to class. PG only for 5th and 6th class if appropriate</p> <p>Teacher pre-views all material show to class.</p>
Use of video/photography/other media to record school events	<p>Risk of images of children being taken and uploaded.</p>	<p>Acceptable Use of ICT policy.</p> <p>Reminders at events about social media.</p>
Administration of First Aid	<p>Inappropriate behaviour/harm by school personnel /peers/unknown persons</p>	<p>Medical alert list on school database.</p> <p>Trained First Aiders on staff.</p>

		<p>First aid administered in a public area.</p> <p>Statutory vetting requirements in place.</p>
School events: Annual Sports Day/Fun Walk/Carnival Day	Risk of inappropriate behaviour/harm by school personnel/older pupils/peers/ unknown persons	<p>Statutory vetting requirements in place.</p> <p>Code of Behaviour.</p> <p>Anti -Bullying policy.</p> <p>Child Safe Guarding statement.</p> <p>Parents/carers required to notify teachers when bringing a child home.</p> <p>Teacher, SNA & adult supervision.</p> <p>Children must receive permission from a teacher to go to toilets.</p>
Children being sent to the office on messages.	Potential risk from peers/older children/school personnel/visitors to school.	<p>Teachers will always send two children to the office.</p> <p>Access to the school is restricted by buzzer only so all callers must report to the office.</p>
Swimming	Inappropriate behaviour/harm by school personnel /peers/unknown persons	<p>Statutory vetting requirements in place for all school adult volunteers.</p> <p>Code of Behaviour</p> <p>Anti -Bullying policy.</p> <p>Swimming Protocol in place.</p> <p>Safe Guarding statement.</p> <p>Teacher, SNA (where applicable) & adult supervision.</p> <p>Adherence to policies & procedures in place at said venue.</p> <p>Staff remain in public area outside individual cubicles.</p>
Credit Union Savings Club	Inappropriate behaviour/harm by school personnel/peers/savings operators/older children	<p>Statutory vetting requirements in place.</p> <p>Open door into the room.</p>

		Table between child and adult. Vetted member of Parents' Council is always present with personnel.
Hurling 365 – Sanctioned by BOM to take place in school but not under the remit of the BOM. This is a 'before school activity'.	Risk of inappropriate behaviour/harm by personnel/other pupils	Statutory vetting requirements in place. Code of Behaviour. Adult supervision – 2 vetted adults present at all times. One person pass system for toilet use. Class/Age groups/Coaches are timetabled
After school sporting activities	Risk of inappropriate behaviour/harm by school personnel/other pupils	Statutory vetting requirements in place. Code of behaviour. Child Safe Guarding staff training. Teacher supervision.
Use of off-site facilities for school activities e.g. sports competitions	Risk of inappropriate behaviour/harm by school personnel/older pupils/peers /unknown persons.	Vetting procedures in place as per Circular 31/16. Code of Behaviour Anti- Bullying policy. Child Safe Guarding statement. Child Safeguarding Staff training. Appropriate vetted adult supervision. Adherence to policies & procedures in place at said venue. Staff monitor changing rooms and where possible children change at school before matches/ competitions.
Use of Sensory room/OT room	Risk of inappropriate behaviour/harm from school personnel.	Glass panels in door. Two adults present where possible. Statutory vetting requirements in place. Child Safeguarding training for staff.

<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> • Teachers • Substitute Teachers • Supplementary Teachers • SNAs and substitute SNAs • Ancillary Staff 	<p>Risk of inappropriate behaviour/harm by school personnel/older pupils/peers/ /unknown persons</p> <p>Risk that harm not recognised or properly/ promptly reported.</p>	<p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>Staff to view Tusla training module & any other online training offered by PDST.</p> <p>Recruitment/interview process.</p> <p>Statutory vetting requirements adhered to.</p>
<p>Students participating in work experience in the school.</p>	<p>Risk of harm to children by work experience students.</p>	<p>Statutory vetting requirements in place.</p> <p>Work experience students always under teacher supervision.</p>
<p>Student teachers undertaking training placement in school</p>	<p>Risk of inappropriate behaviour/harm by student teachers.</p> <p>Risk of harm not recognised and reported properly.</p> <p>Risk of lack of knowledge of school procedures/policies.</p>	<p>Statutory vetting requirements in place.</p> <p>Initial orientation meeting with principal.</p> <p>Asked to familiarise themselves with school policies and procedures.</p> <p>Under class teacher supervision.</p> <p>Liaison with Teacher Training College.</p> <p>Child Safe Guarding statement.</p> <p>Code of Behaviour.</p>
<p>After school use of school premises by other organisations</p>	<p>That the standard of child protection afforded to children in the care of the outside organisation will not be in keeping with the school standard.</p>	<p>Use of premises policy is adhered too.</p> <p>Outside organisations must have an assigned DLP to ensure proper and prompt reporting is carried out by them.</p> <p>Outside organisations ensure that appropriate policies and procedures are in place.</p> <p>Statutory vetting requirements must be adhered to</p>
<p>Use of Lift</p>	<p>Risk of inappropriate behaviour/harm from school personnel/other pupils.</p>	<p>Lift operated by key.</p> <p>Children do not have access to the lift unaccompanied.</p> <p>When using the lift, there will always be two children with one staff member.</p>

Remote Education in the event of school closure due to Covid 19 Virus)	Risk of harm to children while engaging with online work/internet enabled devices	Teachers will endeavour to check and use reputable websites for assigned work. Teachers will check that online platforms used are compliant with GDPR DES Guidance on Remote Education reflected in our Remote Education Policy Acceptable Use Policy to be updated as necessary to include Remote Education and circulated to parents.
Contacting families during school closure due to Covid 19 Virus	Risk of inappropriate behaviour/harm from school personnel	During Covid 19, teachers will use their school email addresses (@barntownns.ie), Aladdin noticeboard or messaging on Class Dojo to contact the parents of pupils. Teachers will not email pupils directly

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.

Examples of activities, risks and procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as “any potential for harm”. Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to Children First: National Guidance for the Protection and Welfare of Children published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

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.

Examples of School Activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching

- One-to-one teaching
- One-to one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- Fundraising events involving pupils
- 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,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect 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
- Lesbian, gay, bisexual or transgender (LGBT) children
- Pupils perceived to be LGBT
- Pupils of minority religious faiths
- Children in care
- Children on CPNS
- Children with medical needs
- Recruitment of school personnel including -
 - 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
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in 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 school day
- Breakfast club
- Homework club/evening study

Examples of Risks of Harm

- 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 a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- 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, swimming lessons
- 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 for long periods of time in breakout rooms
- Risk of harm due to bullying of child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- 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

Examples of Procedures to address risks of harm

- 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* and its Addendum (2019)

- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- 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 undertakes anti-racism awareness initiatives
- 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, changing rooms etc.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a Health and safety policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
- The school has a codes of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
 - Has provided each member of school 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
 - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- 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
- The school has in place a policy governing the use of smart phones and tables devices in the school by pupils as per circular 38/2018
- The school has in place a Critical Incident Management Plan

- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations