

## Mandatory Template 1

### Child Safeguarding Statement and Risk Assessment

#### Child Safeguarding Statement

Dromtrasna National School is a primary school, with an ASD Class, 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 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Dromtrasna 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 **Aileen O'Connor**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Norma O'Callaghan**
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.

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 DES 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 DES and available on the DES 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 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 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 attached as an appendix to these procedures
- The various procedures referred to in this Statement can be accessed via the school's website, the DES 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.

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.

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 reviewed by the Board of Management on 17 November 2022**

This Child Safeguarding Statement was adopted by the Board of Management on 17 November 2022

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

Chairperson of Board of Management

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

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

Principal/Secretary to the Board of Management

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

**Written Assessment of Risk of Dromtrasna National School (16237U)**

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 Dromtrasna National School **(Reviewed: November 2022)**

<b>List of School Activities</b>	<b>The school has identified the following risk of harm in respect of its activities</b>	<b>The school has the following procedures in place to address the risks of harm identified in this assessment</b>
Training of school personnel in Child Protection matters	Risk of harm to pupils not recognised or reported properly and promptly by school personnel	Child Safeguarding Statement & DES procedures made available to all staff. DLP & DDLP avail of CP training. All staff to view Tusla online training module. BOM holds records of staff and board training
Daily arrival of pupils	Risk of harm to pupils from another pupil Drop off area busy with traffic Bullying	Notification to parents in school Newsletter Arrival supervised by principal / secretary Anti-Bullying Policy
Daily dismissal of pupils	Risk of harm to pupils from another pupil Risk of harm by school volunteer or visitor to the school Bullying An unknown adult collects a child	Notification to parents in school Newsletter Pupils on the bus dismissed first to ease traffic congestion Dismissal supervised by teachers. Pupils wait in designated areas. Anti-Bullying Policy
Classroom teaching	Risk of harm to pupils by school personnel	Vetting procedures in place Glass on doors Teachers Code of Conduct
On-line Teaching / Learning remotely	Risk of harm due to inappropriate use of online remote teaching / 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	AUP Policy Anti-bullying Policy Code of Behaviour Guidance / Procedures issued to staff, parents (and pupils) on the topic of online teaching / learning
One-to-one teaching	Risk of harm to pupils by school personnel in one – to-one situation	School has procedure in place for one-to-one teaching (Child Safeguarding – Procedures and Practices) Glass on doors Table between teacher and pupil Vetting procedures in place
* Care of children with special needs / intimate care needs  Use of toilet	Risk of harm to pupils by school personnel Risk of harm to children with SEN who have particular vulnerabilities  Risk of harm to a pupil while receiving intimate care.	Personal Pupil Plan – intimate care needs detailed in consultation with parents. Two members off staff to be present. Toilets for adult/visitor use are located in the hall.

Curricular Provision in respect of SPHE, RSE, Stay Safe	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and / or staff (Health & Safety)	Safety Statement Code of Behaviour & Discipline Vetting procedures in place
Sports Coaches	Risk of harm to pupils by sports coach	Procedures in place (Coaches are never left on their own with children. Supervising adult member of school staff always present) Vetting procedures in place
Students participating in work experience / school placement / teaching practice	Risk of harm to pupils by student on work experience / school placement / teaching practice	Child Safeguarding Statement Vetting procedures in place Confidentially agreement
Recreation breaks for pupils	Bullying Risk of harm due to inadequate supervision of pupils Risk of harm due to inadequate Code of Behaviour Risk of harm to pupils from other pupils Injury to pupils (Health & Safety)	Anti-Bullying Policy Procedures in place (Yard Supervision Rota, Teachers ensure they are visible on yard and that all children are visible) Code of Behaviour reviewed at regular intervals Vetting procedures in place Safety Statement
Sensory / Movement breaks	Risk of harm to pupils by school personnel	Procedures in place (Sensory breaks are carried out in open areas. Two adults to be present where possible.) Vetting procedures in place
Annual Sports Day	Bullying Risk of harm to pupils from other pupils Injury to pupils (Health & Safety)	Procedures in place (Children are supervised by school personnel) Anti-Bullying Policy Code of Behaviour & Discipline Safety Statement
Fundraising events involving pupils	Risk of harm by school volunteer or visitor to the school	Procedures in place (Supervising school personnel present)
Use of off-site facilities for school activities	Risk of harm by school volunteer or unknown adults	Procedures in place (Supervising school personnel present)
School Outings, including sports events etc.	Risk of harm to pupils by a member of staff of another organisation or other person Injury to pupils (Health & Safety) Bullying Risk of harm due to inadequate supervision of pupils	Procedures in place (Supervising school personnel present) Anti-Bullying Policy Code of Behaviour & Discipline Safety Statement

Administration of Medicine / First Aid	Risk of harm to pupils by school personnel	Administration of Medication Policy & First Aid First Aid training for staff – updated 14/10/22
Prevention and dealing with bullying amongst pupils	Risk of harm to pupils by other pupils	Adequate levels of supervision Anti-Bullying Policy Code of Behaviour Inservice for teachers Targeted lessons The school undertakes anti-racism awareness initiatives
Use of external personnel to supplement curriculum	Risk of harm by school volunteer or visitor to the school	Vetting procedures in place Child Safeguarding Statement Adequate levels of supervision
After school use of school premises by other organisations	Bullying Risk of harm to pupils by other adults Material left by other groups	Procedures in place Anti-Bullying Policy Vetting procedures in place
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 faiths - Pupils in care - Pupils on CPNS	Bullying	Anti-Bullying Policy Code of Behaviour The school fully implements the Stay Safe Programme
Recruitment of school personnel including: - Teachers / SNAs - Caretaker/Secretary/Cleaner - Sports coaches - External Tutors/Guest Speakers - Volunteers / parents involved in school activities	Risk of harm neither recognised nor properly / promptly reported by school personnel	Child Safeguarding Statement & DE procedures made available to all staff. Staff to view Tusla training module Vetting Procedures Procedure in place for parent / community volunteers
Visitors / contractors present in school during school hours	Risk of harm to pupils by visitor /contractor	Visitors / volunteers / contractors allowed in the building while pupils are present <u>only</u> in <u>exceptional circumstances</u>

		Procedures in place where visitor / volunteers contractors are shadowed / supervised by a member of vetted school personnel
Use of Information and Communication Technology by pupils in school	Bullying Risk of harm due to pupils inappropriately accessing / using devices while at school Risk of harm due to inappropriate communication between pupil or adult	AUP Policy Anti-Bullying Policy Code of Behaviour Pupils are supervised when using technology
Use of Information and Communication Technology by staff	Risk of harm caused by school personnel accessing / circulating inappropriate material via social media, texting, digital device or other manner. 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.	Code of Conduct for school personnel (teaching / non-teaching) Disciplinary procedures for school personnel
School Activities e.g.- Swimming etc.	Risk of harm to pupils by other pupils Risk of harm to pupils by members of another organisation / other person Risk of harm to pupils by school personnel Bullying	Anti-Bullying Policy Vetting procedures in place Procedures in place (pupils are supervised by school personnel always in the presence of at least one other vetted adult)
Outdoor teaching activities / Sporting activities	Bullying Risk of harm to pupils by other pupils  Risk of harm to pupils by unknown adults/members other organisations	Code of Behaviour & Discipline Anti-Bullying Policy  Vetting procedures in place Procedures in place (pupils are supervised by school personnel)
Use of toilet areas in school (particularly during breaks or when children are not in their classroom)	Risk of harm to pupils by other pupil(s) Bullying of pupils Inappropriate behaviour	Anti-Bullying Policy Procedures in place (one pupil from any class standard allowed to use toilet at any one time) Code of Behaviour & Discipline
Participation by pupils in religious ceremonies	Risk of harm to pupils by a members of school personnel / another organisation	Vetting procedures in place Procedures in place (children always supervised by members of school staff)
Use of video / photographs / other media to record school events	Bullying of pupils Risk of harm to pupils by school personnel Risk of harm to pupils and members of other organisations	Parental permission Acceptable use policy Anti-Bullying Policy Vetting procedures in place Procedures in place (only school IT equipment may be used. Personal IT equipment should never be used for recording purposes)

School Transport arrangements / Bus Escorts	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 / other personnel	All bus escorts are Garda vetted Bus escorts are never alone with pupils. Neither bus escort nor driver are alone with pupils. Stay Safe Programme is fully implemented in the school  Vetting procedures
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**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.

This risk assessment review has been completed by the Board of Management on 17<sup>th</sup> November 2022. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

**Síniú:** \_\_\_\_\_ (Cathaoirleach)

**Dáta:** \_\_\_\_\_

**Síniú:** \_\_\_\_\_ (Príomhoide)

**Dáta:** \_\_\_\_\_