

Scoil Chéile Chríost Rathmore NS

Rathmore, Naas, Co. Kildare. W91 VK46

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Registered Charity Number: 20124151

Principal: Ms. Lucy Travers

Deputy Principal: Ms. Caitríona Lancaster

Child Safeguarding Statement and Risk Assessment 2022-2023

Child Safeguarding Statement

Scoil Chéile Chríost Rathmore 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 2017 and Túsla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Scoil Chéile Chríost Rathmore 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 **Lucy Travers, Principal**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Caitríona Lancaster, 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 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 Túsia, 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 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 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 Túsia 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 30/11/2022

This Child Safeguarding Statement was reviewed by the Board of Management on 30/11/2022

Signed: 
Chairperson of Board of Management

Date: 30/11/2022

Signed: 
Principal/Secretary to the Board of Management

Date: 30/11/2022

Child Safeguarding Risk Assessment

Written Assessment of Risk of Scoil Chéile Chríost Rathmore N.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 2017*, the following is the Written Risk Assessment of Scoil Chéile Chríost Rathmore 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 the risks of harm identified in this assessment -
<p><u>Training of school personnel in Child Protection matters</u></p> <p>Staff to sign a confirmation that they have access to these.</p>	Harm not recognised or reported promptly	<p>Child Safeguarding Statement, Risk Assessment, School Procedures are in a pack placed in every classroom for teachers.</p> <p>DES Child Protection Procedures Manual made available to all staff.</p> <p>DLP & DDLP attend PDST face to face training every two years or as necessary.</p> <p>All Staff must view Túsla training module & any other online training offered by PDST.</p> <p>New TUSLA Mandated Person Training module completed by all staff in OCT 2022.</p> <p>Staff must confirm that they have engaged in CP training.</p> <p>BOM training and DLP and DDLP completed face to face training in October 2019.</p> <p>Record kept in school of Training received.</p>
School Teams: football/hurling/camogie	Harm to pupils	Ask Kavanagh's, Dualway and O'Neill Coaches for confirmation of vetting.
School Coaches: rugby/hurling/golf/GAA football/playball	Harm to pupils	Trial of use of bus for matches /note to parents for consent. Vetting required and teacher present. Note to parents to inform them.
Cross Country	Harm to pupils	Vetting required and teacher present. Note to parents for consent.
Swimming	Harm to pupils	Vetting required and teacher present. All parents helping out are vetted. Parental consent required.
Sports Day	Harm to pupils	Vetting required and teachers present.
Quiz Teams/Spelling Bee	Harm to pupils	Vetting required and teacher present. Parents sign notes of permission to participate.
<p><u>Other School Activities</u></p> <p>Toileting Special Needs/Intimate Care</p> <p>Gardening</p> <p>School Trips/Tours</p>		<p>Alarm bell and light installed in disabled toilet. Procedure in place. Vetting required and teacher present.</p> <p>Adequate supervision/vetting/teacher present & ask for letter of confirmation that staff are vetted.</p>

Library		Teacher always present/Library volunteers/Gardening volunteers vetted.
Parental Involvement		Vetting required and teacher present.
Choir for Sacraments Altar Servers for Church Sacramental Celebrations in Church		Vetting required and at least two teachers present. Policy in place- Risk who collects/note to parents for consent. Vetting required. Teacher and parents present. Sacristans etc are vetted through the Parish Pastoral Council.
Yard Supervision		Three teachers and 3 SNAs supervising on yard. Yard divided in two – Senior and Junior areas 8.45-9.00am morning supervision. Yard zoned in 3 by class bands as part of Health and Safety Policy.
Children arriving early in mornings		Principal, ISM teachers, SNAS and Caretaker supervise arrival of children by car and bus through the Garden Gate from 08.45 until 09.00am. When the school bell rings at 09.00am the children line up in class lines for collection by teachers.
Children being picked up late in evenings		Each class teacher accompanies their class to designated waiting area in car park for handover to parent/minder. Late collections recorded and children supervised in reception by Deputy Principal.
Evening collection	Young non-school going children unsupervised by parents/minders on school grounds	Specific note sent to all parents re same. Brought to attention of Parents Association / BOM.
Wet day supervision	Harm to pupils	Wet day Supervision Rota in place. Code of Behaviour Policy. Supervision by teachers on both Junior & Senior corridors and SNA in Garden Room.
<u>Outside Agencies</u> HSE – Vision Testing – Hearing Testing – MMR Vaccinations	Harm to pupils	Ask for letter of confirmation of vetting of HSE Staff.
Guest Speakers	Harm to pupils	Teachers present - ask for letter to confirm vetting.
Drama (Mondays) Yoga (Thursday & Friday) Playball (Tuesdays) Music (Tuesdays & Thursdays) Funbugs Childcare	Harm to pupils Harm to pupils Harm to pupils Harm to pupils Harm to pupils	Ask for letter to confirm vetting. Ask for letter to confirm vetting. Ask for letter to confirm vetting. Ask for letter to confirm vetting. Ask for letter to confirm vetting.

NEPS / Accord / County Photos	Harm to pupils	Ask for letter to confirm vetting/GDPR – privacy policy on photographs to be sought. Visitor sign in book. Visitor badge to be worn while in the school.
<u>One to One Teaching</u>	Harm by school personnel	Table between teacher– pupil. Pupil collected and returned – glass in doors.
<u>Pupils in Principal’s Office</u>	Harm by school personnel	School has policy in place for one-to-one teaching. Open doors where and when appropriate and practical. Ensure clear visibility of teacher and pupil in classroom.
<u>Care of Children with Special Needs, including intimate care needs</u>	Risk of harm to pupil or staff member	Procedure formulated. Staff are vetted. Alarm system. Parental Consent Notes.
<u>Toilet Areas - Classrooms</u>	Inappropriate behaviours	Procedure for use of toilets. Leave classroom access door open in Classrooms 1-8.
<u>Managing of challenging behaviour amongst pupils, including appropriate use of restraint</u>	Injury to pupils and staff	Procedure in place. Written consent of parents.
<u>Students participating in work experience</u> <u>Need to be 16 years old.</u>	Harm by student	Policy on TY work experience. Supervised by teacher and staff. Vetted by their school.
<u>Classroom Teaching</u>	Harm by personnel/pupils	Vetting by Teaching Council /College.
<u>Changing areas in schools</u>	Harm to pupil	Procedure formulated. Supervision in place. Changing in pitch dressing rooms /class toilets/classroom. Change in classroom/pitch/dressing room.
<u>School transport arrangements</u>	Harm to pupils Harm not recognised or promptly reported	Letter from Bus Eireann confirming staff vetted. O’Neills/Dualway/Kavanaghs to be contacted to confirm.
<u>Administration of Medication</u>	Harm to pupils	Policy in place. Parental Consent Form signed. First Aid & Administration of Medicines. Record book of Medication signed after being administered.
<u>Administration of First Aid</u>	Harm to pupils	Policy in place. Managing Chronic Illnesses (Epilepsy) policy in place 2022 and Epilepsy Action Plan & Care Plan for pupil 2022. Recorded in yard book and on Aladdin system. Accident Report to be completed if deemed necessary by supervising teacher & Principal. First Aid Kits replenished termly or as needed. First Aid Training completed in October 2021. Epilepsy Training completed in Feb 2022. Anti-Bullying Training completed in May 2022.

<u>Curricular provision in respect of SPHE, RSE, Stay Safe</u>	Harm to pupils	SPHE/RSE School Policy in place and Stay Safe programme delivered in full. Opting-out parents confirm in writing they are accepting responsibility to cover at home themselves. Record kept on file.
<u>Prevention and dealing with bullying amongst pupils</u>	Harm to pupils by peers	Anti-Bullying Policy in place.
<u>Use of ICT by pupils</u>	Bullying. Risk of harm to children inappropriately accessing computers, social media, phones, and other devices	Data Protection Policy, AUP Policy & Remote Learning Policy in place. No smart phones/smart watches/outside devices allowed to be used during school hours per school AUP policy. Anti-virus software installed on all laptops. Teacher supervision and guidance through SPHE. Biannual talk on internet safety by guest speaker for 3rd-6 th classes. Safer Internet Awareness Day in school each year.
Use of photography and other media for school events	Harm to Pupils and Staff Risk of harm caused by staff member circulating inappropriate material via social media, texting or other.	Policy and Procedures in place – Code of Behaviour, AUP Policy, Data Protection Policy. Permission sought through Aladdin Permissions for specific school events. Parents/Guardians sign form at Admission stage to grant permission Photos of children to be stored on secure cloud server. Teaching Council Guidance for Registered Teachers about Use of Social Media/Electronic Communication circulated to all teachers.
<u>Care of pupils with specific vulnerabilities/needs such as</u> <ul style="list-style-type: none"> • <u>Pupils from ethnic minorities/migrants</u> • <u>Members of the traveller community</u> • <u>Lesbian, gay, bisexual or transgender (LGBT) children</u> • <u>Pupils perceived to be LGBT</u> • <u>Pupils of minority religious faiths</u> • <u>Children in care</u> • <u>Children on CPNS</u> 	Risk of harm to the child from other children in the school. Risk of harm due to bullying of child. Risk of harm not being reported promptly by school personnel.	SPHE Curriculum Child Protection Procedures Code of Behaviour Anti-Bullying Policy

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 DES circulars in relation to recruitment and Garda vetting
- The school has a code 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 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

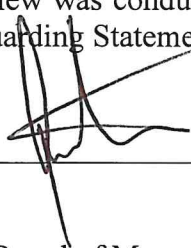
Mandatory Template 3: Notification regarding the Board of Management's review of the Child Safeguarding Statement

To: **Dublin Archdiocese**

The Board of Management of **Scoil Chéile Chríost Rathmore N.S.** wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of **30th November 2022.**
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the Department's 'website www.education.ie

Signed

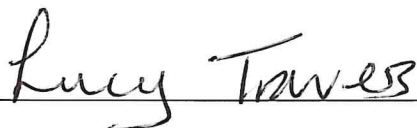


Date

30/11/22

Chairperson, Board of Management

Signed



Date

30/11/22

Principal/Secretary to the Board of Management