



CHILD SAFEGUARDING STATEMENT

St. Conal's N.S. 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 Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of St. Conal's N.S. has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Management has adopted and will implement fully and without modification the Department's Child Protection Procedures for Primary and Post Primary Schools 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Tom Plunkett.
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Mary McLoone.
- 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 **November 28, 2022**.



Chairperson of Board of Management



Principal/Secretary to the Board of Management

CHILD SAFEGUARDING RISK ASSESSMENT

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 St. Conal's N.S.

1. List of school activities

1. Daily arrival and dismissal of pupils
2. Recreation breaks for pupils
3. Classroom teaching
4. One-to-one teaching
5. One-to-one counselling
6. Outdoor teaching activities
7. Sporting activities
8. School outings
9. Use of toilet/changing in schools
10. Provision of residential facilities for boarders
11. Annual Sports Day
12. Fundraising events involving pupils
13. Use of off-site facilities for school activities
14. School transport arrangements including use of bus escorts
15. Care of children with special educational needs, including intimate care where needed,
16. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
17. Administration of Medicine:

While the Board of Management has a duty to safeguard the health and safety of pupils when they are engaged in authorised school activities, this does not imply a duty upon teachers to personally undertake the administration of medicines. The Board of Management requests parents/guardians to ensure that teachers be made aware in writing of any medical condition suffered by any children in their class.

- a) Non-prescriptive medicines will neither be stored nor administered to pupils in school. Prescribed medicines will not be administered in school without the written consent of parents/guardians and the specific authorisation of the Board of Management.*
- b) The medicine should not be kept by the pupil but in a locked cupboard out of reach of pupils. Certain medicines (such as inhalers used by asthmatic children) must be readily accessible at all times of the school day.*
- c) The medicine should be self-administered if possible under the supervision of an authorised adult.*
- d) A written record of the date and time of administration must be kept.*
- e) No teacher can be required to administer medicine or drugs to a pupil.*
- f) In emergency situations qualified medical assistance will be secured at the earliest opportunity.*
- g) Parents/guardians of a pupil requiring regular medication during school hours are requested to come to the school to administer same.*
- h) Where children are suffering from life threatening conditions, parents/guardians should outline clearly in writing what can and can't be done in a particular emergency situation, with particular reference to what may be a risk to the child.*
- i) Parents/guardians should ensure that these procedures are clearly understood before submitting any request to the Board of Management*
- j) This policy will be reviewed as and when necessary.*

18. Administration of First Aid

19. Curricular provision in respect of SPHE, RSE, Stay Safe

20. Prevention and dealing with bullying amongst pupils

21. Training of school personnel in child protection matters

22. Use of external personnel to supplement curriculum

23. Use of external personnel to support sports and other extra-curricular activities

24. Care of pupils with specific vulnerabilities/ needs such as

- *Pupils from ethnic minorities*
- *Pupils of minority religious faiths*

25. Recruitment of school personnel including -

- *Teachers/SNAs*
- *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*

26. Participation by pupils in religious ceremonies/religious instruction external to the school

27. Use of Information and Communication Technology by pupils in school
28. Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones, etc.
29. Students participating in work experience in the school
30. Student teachers undertaking training placement in school
31. Use of video/photography/other media to record school events
32. After school use of school premises by other organisations
33. Use of school premises by other organisation during school day

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

1. Risk of harm not being recognised by school personnel
2. Risk of harm not being reported properly and promptly by school personnel
3. Risk of child being harmed in the school by a member of school personnel
4. Risk of child being harmed in the school by another child
5. Risk of child being harmed in the school by volunteer or visitor to the school
6. 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
7. Risk of harm due to bullying of child
8. Risk of harm due to inadequate supervision of children in school
9. Risk of harm due to inadequate supervision of children while attending out of school activities
10. Risk of harm due to inappropriate relationship/communications between child and another child or adult
11. Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
12. Risk of harm to children with SEN who have particular vulnerabilities
13. Risk of harm to child while a child is receiving intimate care
14. Risk of harm due to inadequate code of behaviour
15. Risk of harm in one-to-one teaching, counselling, coaching situation
Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

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

1. All full-time teachers and SNAs employed in the school are Garda vetted
2. All substitute teachers are Garda vetted
3. All Ancillary staff are Garda vetted
4. All external persons working with the children such as sports coaches, student teachers, secondary school students over the age of 16 are Garda vetted.

5. All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
6. The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel via email or other means if required
7. 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*
8. The school implements in full the Stay Safe Programme
9. The school implements in full the SPHE curriculum
10. 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*
11. The school has a yard/playground supervision policy to ensure appropriate supervision of children during breaks.
12. The school has a Health and Safety Policy and a Health and Safety Statement.
13. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
14. The school has in place a policy and procedures for the administration of medication to pupils
15. The school –
 - i. *Has provided each member of school staff with a copy of the school's Child Safeguarding Statement*
 - ii. *Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement*
 - iii. *Encourages staff to avail of relevant training*
 - iv. *Encourages Board of Management members to avail of relevant training*
 - v. *Maintains records of all staff and board member training*
16. The school has in place a code of behaviour for pupils
17. The school has in place an ICT policy in respect of usage of ICT by pupils
18. The school has in place a Critical Incident Management Plan
19. A Covid 19 Action Plan was implemented by the Board of Management in August 2020, reviewed in August 2021 and has been in effect since then. Much thought was given to the protection of the health of children and staff in drawing up this plan.

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.