**Child Safeguarding Statement 2018**

St. Patrick’s NS,

Glencullen,

Dublin 18



**St.Patrick’s National School**

**Glencullen, Dublin 18**

**Child Safeguarding Statement**

St. Patrick’s National School 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 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.Patrick’s 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 Ms. Kathleen Byrne, Principal.
3. The Deputy Designated Liaison Person (Deputy DLP) is Mrs. Sibéal Quigley, 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.
1. 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, a copy of the Children First booklet and a copy of the Child Protection Procedures for Primary & Post Primary schools
* 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 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*, 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.

1. 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 Túsla and the Department if requested.
2. 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 7th March 2018.

Signed: **Brian Murray** Signed: **Kathleen Byrne**

**Chairperson of Board of Management Principal/Secretary to the Board of Management**

 Date: 07/03/18 Date: 07/03/18

**Notification regarding the Board of Management’s review of the Child Safeguarding Statement**

To: Mrs. Emma Madigan, Chairperson, Parents’ Association

The Board of Management of St.Patrick’s National School 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 5th March 2018.

• 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**](http://www.education.ie)

Signed: **Brian Murray** Signed: **Kathleen Byrne**

**Chairperson of Board of Management Principal/Secretary to the Board of Management**

 Date: 07/03/18 Date: 07/03/18

# **Child Safeguarding Risk Assessment**

## **Written Assessment of Risk of St. patrick’s National School**

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 Assessment of Risk of St. Patrick’s National School. The assessment consists of (1) a list of school activities, (b) risks of harm identified in respect of these activities and (c) the procedures in place to address the identified risks of harm.

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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 as set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary* *Schools 2017* and inaccordancewith Part 1, Section 2 of the Children First act, 2015, is as follows:*”harm” means, in relation to a child-*1. *assault, ill-treatment or neglect of a child in a manner that seriously affects or is likely to affect the child’s health, development or welfare, or*
2. *sexual abuse of the child*

*whether caused by a single act, omission or circumstance or a series or combinations of acts, omissions or circumstances, or otherwise;**“ill-treatment” means, in relation to a child, to abandon or cruelly treat the child,**or to cause or procure or allow the child to be abandoned or cruelly treated;**“neglect” means, in relation to a child, to deprive the child of adequate food, warmth, clothing, hygiene, supervision, safety or medical care;**“welfare” means, in relation to a child, the moral, intellectual, physical, emotional and social welfare of the child.* |

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| **List of School Activities** | **Identified Risks of Harm** | **Procedures to address Risks of Harm** | **Level of Harm (low, medium, high)** |
| Daily arrival of pupils at 9.20 am | Inadequate supervision of pupils Bullying by other pupils | Supervision of children by their parents Code of Behaviour Anti-Bullying PolicyCode of Conduct for Parents & Visitors | Medium |
| Daily dismissal of pupils at 2 pm (Infant classes) and 3pm (First to Sixth Classes) | Children being collected by adults not known to them  Children being collected by incorrect parent in cases of family conflict or where barring orders are in placeChildren not being collected at allInappropriate conduct of parents/ childminders/family members on siteBullying by other pupils | Code of Conduct for Parents & VisitorsInfants & 1st class pupils are handed over to the parent/ guardian/childminder by the teacher. Senior pupils who are not collected know the rule is to return into the school where teacher will phone parent.  In cases where the parent cannot collect a child, the parent is expected to inform the school and give the name of the person who will collect the child. Pupils who are collected late to wait in corridor with supervising teacher. Other staff to remain present in school. In the case of family conflict where an instruction has been given to the school that a named person is not to collect the child and attempts to do so, the parent who normally collects the child will be contacted without delay. In the meantime, the Principal will prevent, insofar as is practicable, the parent from taking the child from the school.  In the case where a barring order is in place, and a parent against whom the barring order is in place attempts to collect the child, the other parent and An Garda Síochána will be contacted without delay. In the meantime, the Principal will prevent, insofar as is practicable, the parent from taking the child from the school.  | High |
| Entry & exit of school building | Harm by visitors to schoolFlight risks | All doors to be locked & gates closed at 9.40am every day with entry only via supervised Reception door.All doors to be locked after recreation breaks. |  |
| Recreation breaks | Inadequate supervision of pupils Bullying by other pupilsHarm by Senior volunteer pupils  | Adequate supervision of pupils  Anti-Bullying Policy Protocols for Volunteers All doors to be opened by teacher on yard duty  | Medium |
| Whole class teaching | Harm by school personnel | Classroom doors fitted with glass panelsTwo or more members of staff present in some classes, e.g. class teacher and special needs assistantsStorerooms out of bounds to pupils | Low |
| In-class group teaching | Harm by school personnel | SEN policyMinimum of two school personnel presentStorerooms out of bounds to pupils | Low |
| Small group learning support teaching in a SEN room | Harm by school personnel | SEN policy Classroom doors fitted with glass panels Storerooms out of bounds to pupils  | Low |
| One to one learning support teaching in a learning support room | Harm by school personnel | SEN policyClassroom doors fitted with glass panels Storerooms out of bounds to pupils Door to remain open   | Medium |
| One to one complex needs teaching in a learning support room | Harm by school personnel | SEN policyClassroom doors fitted with glass panels Storerooms out of bounds to pupilsDoor to remain open  | Medium |
| SNA’s travelling with child to SEN room, removing for movement break or comforting when upset | Harm by school personnel | SEN policyRemain in corridor or at front foyer/reception area | Medium |
| Care of children with special educational needs, including intimate care needs | Harm by school personnel Sexual abuse | Child Safeguarding Statement  Implementation of Child Protection Procedures Two adults present at all timesSNA policySEN policy | High |
| Care of pupils with specific vulnerabilities/needs, e.g. children of the Travelling Community, migrants, children of minority religious faiths, children in care, LGBT children, pupils perceived to be LGBT, children on the Child Protection Notification System | Harm by school personnel Bullying by peers | Compliance with all legislation and DES circulars regarding Garda Vetting Anti-Bullying Policy Culture of Respect document  | Medium |
| Use of toilet facilities around school | Harm by school personnel or peers Inappropriate behaviour  | Toilets are in classroom and therefore supervised by teacher during class timeRule that only one child is allowed in a toilet at any timeJunior children who need toilet from yard are accompanied by Senior pupil who waits at external exit door but has view of pupil entering bathroomSenior pupils who need toilet from yard use the 4th class room with peer waiting at external doorAfter schools tutors/coaches in hall should stand at hall door while coaching to ensure safety of child using external toiletsPE hall: pupils using the hall for PE should use the public toilets beside hall. Teacher should direct lesson from doors of hall while pupils use toilet.  | High |
| Curricular provision in respect of SPHE, RSE and Stay Safe | Non-teaching or inadequate teaching of material | School implements SPHE, RSE and Stay Safe in full | Low |
| Teaching of the Physical Education Curriculum in the school hall / yard | Harm by school personnel | PE PlanGlass panel in hall doors | Low |
| Teaching of the Science Curriculum in outdoors settings in the school grounds and/or in local settings away from the school | Harm by school personnel | Minimum of two members of staff present in so far as possibleScience Plan | Low |
| School tours | Harm by school personnel, parent volunteers or by employees of tour centres Bullying by peers | School Tour policyMinimum of two members of staff present at all times | High |
| Sporting activities: * school teams in Cumann na mBunscol competitions in football and hurling, local football, hurling and rugby blitzes, including training and games
* in-school tag rugby training by Leinster Branch coach
* in-school GAA training by Stars Of Erin coach
* in-school gymnastics training by Olympian Gymnastics
* in-school athletics training with Dundrum Athletics coach
* in-school netball training with Netball Ireland coach
* in-school yoga classes with The Yoga Shed coach
 | Harm by school personnel or external personnelInappropriate relationship/communications between child & another adult/childBullying by peers | Child Safeguarding Statement provided to all personnel, both internal and external  Minimum of two school personnel present at all external training sessions and matches Teacher / SNA is present at in-school coaching sessions by external coachesPupils changing into sportwear to do so in a manner preserving dignity & privacy | High |
| Swimming at Meadowbrook Pool | Harm by school personnel, parent volunteers or external personnelInappropriate relationship/communications between child & another adult/childInappropriate recording (video or photograph) of pupils at pool / changing areasSubsequent inappropriate use and/or circulation of material via social media, texting, digital device or other manner | Child Safeguarding Statement provided to all personnel, both internal and external  Minimum of two school personnel present at all swimming lessons for supervision of toilets, changing rooms & boarding busTeacher / SNA is present at poolside during swimming sessions by external coachesMobile Phone & Electronic device policySwimming PolicyPupils changing to do so in a manner preserving dignity & privacy | High |
| Active Schools Week | Harm by school personnel and/or parents or other spectatorsInappropriate recording (video or photograph) of pupils Subsequent inappropriate use and/or circulation of material via social media, texting, digital device or other manner | All school staff present Parents/spectators separated from sports area Mobile Phone & Electronic Device policy  | High |
| Christmas Concert/Performances & plays | Harm by school personnel and/or parents or other spectatorsInappropriate recording (video or photograph) of pupils Subsequent inappropriate use and/or circulation of material via social media, texting, digital device or other manner | All school staff present Mobile Phone & Electronic Device policyPupils changing into costume to do so in a manner preserving dignity & privacy | High |
| Choir with parent volunteer | Harm by volunteer Inappropriate relationship/communications between child & another adult/childInappropriate recording (video or photograph) of pupils Subsequent inappropriate use and/or circulation of material via social media, texting, digital device or other manner | Child Safeguarding Statement provided to all personnel, both internal and external  School staff present for rehearsals & concerts School Tour policy for external events/competitions | Medium |
| Fundraising or social events organised by Parents’ Association | Harm by school personnel and/or parents/guardians | Child Safeguarding Statement and DES Procedures made available to all relevant parents Minimum of two parents present School staff present insofar as possibleCode of Conduct for Parents & Visitors | Medium |
| Fundraising events organised by pupils | Harm by school personnel, peers and/or visitors to the event | School staff presentPupils not left alone in hall during organisationCode of Conduct for Parents & Visitors | Medium |
| Participation in religious ceremonies | Harm by parish personnelInappropriate relationship/communications between child & another adult/child | Child Safeguarding Statement and DES Procedures made available to all relevant parish personnel Preparation for sacraments takes place in an open area such as the church Confessions take place in an open areaSchool staff present at all times | Medium |
| Administration of First Aid | Harm by school personnel | Correct administration of First Aid First Aid training for school personnel First Aid administered in open area in view of others | Low |
| Administration of medication | Incorrect administration of medication | Administration of Medication Policy Parents must request administration of medication from BOM & sign indemnity form Parent must maintain supply of correct medication in date  Parent must supply school with correct instructions on administration, including correct dose, time and method | High |
| Volunteers/Parents  | Harm to pupils | Vetting Procedures Policy for Parents/VolunteersCode of Conduct for Parents & VisitorsSchool Tour policy | High |
| Recruitment of school personnel including teachers, SNAs, caretaker, secretary, cleaners, etc. | Harm by school personnelHarm not recognised or promptly reported | Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnel | Low |
| Recruitment of contractors & maintenance staff during school hours and/or during after schools activities  | Harm by personnelHarm not recognised or promptly reported | Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnelCode of Conduct for Parents & Visitors | High |
| Recruitment of sports coaches, external tutors, guest speakers, parents support in school activities | Harm by personnelHarm not recognised or promptly reported | Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnelCode of Conduct for Parents & Visitors | Medium |
| Training of school personnel in child protection and welfare matters | Harm not recognised or reported promptly to the DLP or DDLP | Child Safeguarding Statement supplied to all school personnel. DES Child Protection Procedures made available to all school personnel. BOM records all records of staff and board training DLP& DDLP to attend PDST face to face trainingAll Staff to view Tusla training module & any other online training offered by PDST BOM members to attend available training from CPSMA Induction of new personnelPresentation of certificate of participation in Tusla online training | Low |
| Prevention & dealing of bullying amongst pupils | BullyingHarm by personnelHarm not recognised or promptly reported | Implementation of Anti-Bullying Policy and Code of BehaviourGlass panel in Principal’s officeStay Safe programmeWalk Tall programme | Medium |
| Use of IT among pupils  | CyberbullyingExposure to inappropriate material | Anti-Bullying Policy Code of Behaviour Acceptable Use PolicyMobile Phone & Electronic device policyNCTE Safety applications on school serverStaff always present during pupil use of IT | High |
| Use of video/photography/other media to record school events | Inappropriate use and/or circulation of material via social media, texting, digital device or other manner | Mobile Phone & Electronic Device PolicyStaff Protocols & ProceduresCommunication to parents at whole school events | High |
| Use of external personnel to support curriculum | Harm by external personnelInappropriate relationship/communications between child & another adult/child | Child Safeguarding Statement provided to all personnelClass teacher present at all timesCompliance with all legislation and DES circulars regarding Garda Vetting  | Medium |
| Extra-curricular activities by school personnel | Harm by school personnel | No one to one activities to take place; always a group of pupils or activity to be cancelledAfter Schools Activity policy | Medium |
| Extra-curricular activities provided by tutors/coaches other than school personnel | Harm by external personnelInappropriate relationship/communications between child & another adult/child | Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnelAfter Schools Activity policyGlass panels in all classroom and hall doorsPupils changing into sportswear to do so in a manner preserving dignity & privacy | High |
| Management of challenging behaviour among pupils | Injury to pupils or staff | Code of Behaviour Health & Safety Statement | Medium |
| Application of sanctions under School’s Code of Behaviour including detention of pupils, removal from class, confiscation of phones, etc. | Harm by school personnel | Code of BehaviourGlass panels in all classrooms & Principal’s office doors | Medium |
| Student teachers on School Placement | Harm by student teacherInappropriate relationship/communications between child & another adult/child | Garda Vetting carried out by relevant college Child Safeguarding Statement and DES Procedures made available to student teacher Policy on Work experience & Student Placement Class teacher and/or school personnel remains in the classroom while student teacher is teaching  | Medium |
| Transition Year students on Work Experience | Harm by TY studentInappropriate relationship/communications between child & another adult/child | Garda Vetting sought if student is 16 years of age & over Child Safeguarding Statement and DES Procedures made available to TY student Policy on Work experience & Student Placement Class teacher remains in the classroom with TY student | Medium |

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 put in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

This risk assessment has been completed by the Board of Management on 7th March 2018. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed **Brian Murray**

 **Chairperson, Board of Management** Date 07/03/18

Signed **Kathleen Byrne**

 **Principal** Date 07/03/18