

SCOIL MHUIRE HOWTH PRIMARY SCHOOL 18080A

CHILD SAFEGUARDING STATEMENT January 2022

Scoil Mhuire, Howth Primary 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 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 [insert school name] 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. Mary Downes**

3 The Deputy Designated Liaison Person (Deputy DLP) is **Ms. Aisling Heerey**

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 March 2017.

This Child Safeguarding Statement was reviewed by the Board of Management on 3rd February 2022.

Signed: _____
Chairperson of Board of Management

Signed: _____
Principal/Secretary to the Board of Management

Date: _____

Date: _____

CHILD SAFEGUARDING RISK ASSESSMENT January 2022

Written Assessment of Risk of Scoil Mhuire, Howth Primary School

In accordance with the Children First Act 2015, Section 11, and with the requirement of the Child Protection Procedures for Primary and Post Primary School 2017, Chapter 8, the following is the Written Risk Assessment of Scoil Mhuire, 18080A.

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 is not general health and safety risk. The definition of ‘harm’ is set out in Child Protection Procedures for Primary and Post Primary School 2017 Chapter 4.

List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address the risks identified in this assessment
(1) Information and Training			
Training of school personnel in Child Protection matters	High	Harm not recognised or reported promptly Procedures not followed correctly	The Child Protection Procedures for Primary and Post Primary School 2017 are made available to all school personnel and discussed Child Safeguarding Statement & DES Procedures made available to all staff DLP& DDLP attended C.P. training All Staff have completed Tusla training module & any online training offered by PDST New staff are required to complete Tusla online training course as part of the offer of position. BOM to maintain records of staff and board training Board of Management members encouraged to avail of relevant training

Curricular provision in respect of SPHE, RSE, Stay Safe	Med	Programme(s) not being taught	School implements these programmes Monitoring of implementation via cuntas miosuil & whole school plan. Staff encouraged to avail of CPD/training in relevant areas
(2) Teaching and School Premises			
Attendance	med		Attendance Policy
Daily arrival and dismissal of pupils	Med	Harm not being recognised by school personnel Harm from other pupils, unknown adults in the school entrance, immediate environment/ school grounds area	Reception/Assembly/Dismissal Policy Supervision policy to ensure appropriate supervision of children on arrival and dismissal Traffic Management Procedures Health/Safety Policy Procedure in place for children who are late to school. Procedure collecting children during school hours.
Recreation breaks for pupils & movement breaks for pupils	Med	Harm in the school by another child Harm not being reported by school personnel	Health/Safety Policy Supervision Policy to ensure appropriate supervision of children during breaks Staggered times for use of playground Adequate staffing Code of Behaviour/Conduct/Discipline Anti-Bullying Policy Flight Risk Procedure Yard Supervision Rota
Online Teaching and Learning Remotely	Med	Online comments by another child Online comments by an adult or stranger	Acceptable Use Policy Anti-bullying Policy SPHE Policy

		Online comments by a staff member Inappropriate online material accessed by a child	Mobile Phone Policy Supervision by the parent while the child is online
Outdoor Teaching Activities	Low	Harm by a member of staff	Vetting Procedures Code of Behaviour Anti-bullying Policy Flight Risk Procedure Adequate staffing
Classroom teaching & supervision	Low	Harm in the school by a member of school personnel	Child Safeguarding Statement and DES Procedures made available to all staff School personnel are required to adhere to the Child Protection Procedures for Primary and Post Primary Schools 2017 Flight Risk Procedures. Adequate staffing Glass in door of most classrooms to allow other staff to look in and view staff and pupil activities (If a decision has been made by the class teacher to cover part of the window, this action must be explained/ justified by a separate risk assessment, showing all other strategies that were used first). For classrooms that do not have a glass panel on door, staff are aware that other staff members can/ will enter the room at any time Code of Behaviour Anti-Bullying Policy Health and Safety Statement and Policy

One to one teaching/ one to one activities	Med	Harm in one-to-one teaching/coaching situation	School has procedures in place for one to one teaching Open structure within the snug area and/or glass in door Easy access to room by other members of staff Teacher or other staff member to be informed/ aware that a child is having a 1:1 session
Use of toilet/ shower areas in school building	High	Inappropriate behaviour Harm to pupil	Code of Behaviour Policy Supervision Policy Anti-Bullying Policy Classroom and Yard Toilet Procedures See also SEN section Child Safeguarding Statement and Policy 2 SNAs to be involved in intimate care of pupils Students from other colleges/ schools and volunteers not to be involved in showering or toileting programmes, alone.
Use of external personnel to supplement curriculum	Low	Harm in the school by volunteer or visitor to the school	Vetting Procedures Teacher(s) present with external personnel
Participation by pupils in religious ceremonies	Low	Harm in the school or church by volunteer or visitor to the school	Vetting Procedures Teacher(s) present with external personnel
Administration of First Aid/Medicines	Low	Harm in the school by a member of school personnel	First Aid Procedures information pack for visiting teachers Administration of Medicines Policy First Aid Training for all SNAs and some teachers All injuries to the head are reported to parents/ guardians All to be aware of those students in their care who are allergic to certain preparations and/or types of plaster Health and Safety Statement Health and Safety Officer appointed in school All classroom staff to be aware of medication protocols for the pupils in their classes

Visitors/contractors present in the school during school hours	Low	Harm in the school by the visitor to the school	Vetting Procedures Teacher[s] present with external personnel
Visitors/contractors present during after school activities	Med	Harm in the school by the visitor to the school	Vetting Procedures Teacher/Staff member present with external visitor/contractor
(2) List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
School Outings School Tours involving overnight stays	Med	Harm by a member of school personnel. Harm by Member of staff of <u>another</u> organisation or other persons while pupil(s) participate in out of school activities	Vetting Procedures School Tours Policy First Aid Procedure Flight Risk Procedure Administration of Medicines Policy. Code of Behaviour ** clarification required with regard to parent's assistance ** Staffing ratio planned in advance to ensure appropriate level of supervision Parents to sign permission slips for all school outings
Use of external personnel to support sports and other extra-curricular activities	Med	Harm due to inadequate supervision of pupils	Vetting Procedures *** clarification required with regard to parents giving lifts ***** Teacher(s) in attendance Ensuring vetting of coach by relevant centre/affiliate body
After school use of school premises by other organisations	High	Harm due to inadequate supervision of children	Vetting Procedures Child Safeguarding Statement and DES procedures made available to all staff Collection and Drop-off Procedures.
Use of Off-site facilities for school activities	Med	Harm by a member of school personnel	Vetting Procedures First Aid Procedure

			Flight Risk Procedure Code of Behaviour Policy Adequate level of supervision Administration of Medicines Policy
Fundraising events involving pupils	Med	Harm by a member of school personnel or visitor to the fundraising event	Vetting Procedures Child Safeguarding Statement Flight Risk Procedure Code of Behaviour Adequate supervision by staff
School Sports Day	Med	Harm by a member of school personnel	Vetting Procedures Code of Behaviour Adequate supervision by staff First Aid and Administration of Medicines Flight Risk Procedure
Sporting Activities including home and away matches	MEd	Harm by a member of school personnel or member of another organisation	Vetting Procedure Code of Behaviour Adequate supervision by staff First Aid and Administration of Medicines Flight Risk Procedure Child Safeguarding Statement Anti-bullying Policy
(3) Special Educational Needs	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Care of children with special educational needs, including intimate care needs	High	harm to child by school personnel	SEN Policy Intimate Care Procedures Flight Risk Procedure Anti-bullying Policy

			Other staff to be made aware that the staff member is toileting a pupil 2 SNAs required when intimate care is involved during the toileting process All understand that another staff member may discreetly check on staff and pupil for child protection/ safety reasons
Care of pupils with specific vulnerabilities/ needs such as pupils from ethnic minorities/migrants, members of the Travelling Community, LGBTQ children, pupils perceived to be LGBTQ, pupils of minority religious faiths, children in care, children with medical needs	High	harm to child by school personnel	Anti-bullying Policy Code of Behaviour Services of NEPS where appropriate
(4) Behaviour Management	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Management of challenging behaviour amongst pupils	High	Harm due to non conformity of the schools code of behaviour.	Code of Behaviour Supervision Policy Flight Risk Procedure Anti- Bullying Policy Child Safeguarding Statement Health & Safety Statement and Policy School can refer pupils to NEPS regarding cause and management of behaviours that challenge School can avail of supports from NCSE re challenging behaviour of pupils

Prevention of and dealing with bullying amongst pupils	Med	Harm in the school by another child Harm in the school to another child	Anti-Bullying Policy SPHE Policy Child Safeguarding Statement and Risk Assessment Code of Behaviour Wellbeing Procedure
Application of sanctions under the school's Code of Behaviour, Conduct and Discipline	Low	Harm due to non conformity to Code of Behaviour, Conduct & Discipline	Code of Behaviour, Conduct and Discipline Anti-Bullying Policy
(5) Information and Communications Technology (ICT)	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Use of ICT by pupils in school	High	Harm caused by children inappropriately accessing/using computers, social media, phones and other devices while at school + Harm caused by members of school personnel communicating with pupil(s) in an inappropriate manner via social media/texting, digital devices etc.	Internet Acceptable Use Policy (ICT) Mobile phone Policy Anti-Bullying Policy Code of Behaviour, Conduct, Discipline Pupils always supervised while on computer/tablet and never left alone while engaging in online school-work
Use of video/photography/other media to record school events		Harm to pupil by posting images on-line	Parent Guidelines Parent permission sought for the use of images of child
(6) Recruitment of school personnel and Other personnel	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment

Recruitment of : <ul style="list-style-type: none"> • Teachers • Special Needs Assistants • Ancillary Staff • Outside coaches 	Med	Harm not recognised or reported Harm due to inappropriate relationship and/or communications between pupil(s) and another child or adult	Vetting Procedures DES circulars relating to recruitment/vetting Child Safeguarding Statement plus DES procedures made available to all staff New staff will be provided with copy of school's Child Safeguarding Statement All volunteers must be vetted No child is ever left unsupervised by school staff, in areas where visitors or contractors may be working
External speakers	Low	Harm to pupil(s)	Teacher(s) in attendance
Volunteers/parents in school activities	Med	Harm not recognised or reported	Teacher(s) in attendance Vetting procedures **** clarification required
Student participation in work experience in the school	Low	Harm by student	Teacher(s) in attendance Students over 16 years old must be garda vetted by the college/school
Student teachers undertaking teacher training placement in the school	Low	Harm by student	Teacher(s) in attendance Child Safeguarding Statement College of Education vetting

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 risks of harm, the school has put in place the procedures / policies listed in this risk assessment to manage and reduce risk to the greatest possible extent.

The risk assessment has been completed by the Board of Management. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed: _____
Chairperson of Board of Management

Date: _____

Signed: _____
Principal/Secretary to the Board of Management

Date: _____