

## **Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template Child Safeguarding**

### **Statement**

Rahara 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 [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Rahara 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 Ms. Aoife Mc Gowan (Principal)
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ms. Niamh Watson (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



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- fully respect confidentiality requirements in dealing with child protection matters.
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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 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 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 8<sup>th</sup> March 2018 and ratified on 21<sup>st</sup> September 2022

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

Chairperson of Board of Management

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

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

Principal/Secretary to the Board of Management

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

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Rahara N.S. Roll number 17100V

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 Rahara 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 -
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly	Child Safeguarding Statement & DES procedures made available to all staff DLP& DDLP to attend PDST face to face training as soon as it's available. All Staff to view Túsla training module & any other online training offered by PDST. BOM keeps all records of staff and board training
One to one teaching	Harm by school personnel	School has policy in place for one to one teaching Open doors Table between teacher and pupil Glass in window <i>See Appendix B Code of Best Practice</i>
Care of Children with special needs, including intimate care needs	Harm by school personnel	Policy on Intimate Care Needs See appendix B Code of Best Practice
Toilet areas/ changing areas	Inappropriate behaviour	Agreed usage procedures (e.g. one boy/ girl at a time, classroom door left open until

		child returns) and procedures to be followed by child e.g. knock, if no response then enter Supervision Policy Teacher checks if gone longer than expected. See Appendix B: Code of Best Practice
Curricular Provision in respect of SPHE, RSE, Stay safe.	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full Zippy's friends and Friends for Life. Teachers need up to date training in RSE.
Daily arrival and dismissal of pupils	Harm from older pupils, unknown adults on the playground	Parents and pupils reminded about practices. Morning (9-9:20) and afternoon supervision 15:00-15:15) provided by school.
Sports Coaches GAA/ Football/ Hurling/ Sports Partnership/ Athletics etc	Harm to pupils	Policy & Procedures in place Vetting Child Safeguarding Statement Class teacher present Supervision Policy
Student teachers undertaking teaching placement	Harm to pupils	Class Teacher Present
Students participating in work experience	Harm by student Inappropriate interactions between student and pupil	Child Safeguarding Statement. Never alone with child Class teacher present

		Meeting with principal/ deputy principal prior to commencement, expectations, roles explained Assurance from Post Primary School Vetting to be completed prior to commencement
Recreation breaks for pupils	Injury to student through rough play, playground aggression, slips Bullying Inappropriate behaviour	Supervision Policy Stay Safe Rules Anti- Bullying Policy Code of Behaviour
Recreation breaks for pupils on wet days	Injury to student Bullying Inappropriate behaviour (slips falls)	Supervision Policy, procedures and routines in place Children remain in classes. Classroom doors kept open. Pupils must remain seated (on chairs or floor/mats) Permission required for walking in corridors/ No walking on corridors)
Classroom teaching	Harm by school personnel Harm by another student Inappropriate behaviour	Code of Professional Conduct for Teachers as per Teaching Council No class unattended/ Supervision Policy Child isolated if deemed necessary Teachers having all school policies Vetting procedures for staff recruitment
Outdoor teaching activities	Harm from other pupils (Rough play Playground aggression Slips, trips, falls Absconding)	Health and Safety Policy Extra personnel where required Teacher first and last to enter yard. Gates closed Supervision Policy Code of Behaviour Various Curricular Plans Critical Incidents Management Plan



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Sporting Activities Including Annual Sports Day	Harm to pupils (Rough play Playground aggression Slips, trips, falls Absconding)	Junior pupils remain on school grounds where school procedures apply Separation of Junior room and Senior room when required or deemed inappropriate/unsafe to mix Health and Safety Policy Extra personnel where required
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		Teacher first and last to enter yard. Gates locked Supervision Policy Curricular Plans Critical Incidents Management Plan
Child Absconding from the School	Increased risk of harm to pupil when they leave the school grounds (Death/injury by oncoming traffic)	Gates closed Locks on all exit doors Critical Incidents Management Plan
Parents/ visitors to the school during the day	Harm to students and staff personnel due to an adult without appropriate vetting entering the school	Buzzer system on main door See Appendix B: Code of Best Practice...
School outings	Absconding Harm to student	School Tours Policy Appropriate supervision/ Supervision policy Health and Safety Policy Vetting procedures adhered to
Fundraising events involving pupils <u>on</u> school grounds	Harm to pupils/ Misbehaviour/ Bullying Adult without appropriate vetting entering school building	Supervision Policy/ Supervised at all times Anti- Bullying Policy Code of Behaviour Vetting procedures adhered to
Fundraising events involving pupils <u>away from</u> school grounds	Harm to pupils by another pupil or staff personnel injury /danger of traffic Misbehaviour bullying	Code of Professional Conduct for Teachers as per Teaching Council Supervised at all times/ Supervision Policy Anti- Bullying policy Code of Behaviour Vetting procedures adhered to



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Use of off-site facilities for school activities (Sports Day/ GAA Matches/ Soccer/ Athletics? Debates/ Plays/ Workplaces for Aistear/ Visit to organisations? Transporting pupils to all of the above/	Increased risk when moving to off-site facility Harm to pupils by another pupil or staff personnel injury /danger of traffic Misbehaviour bullying	Code of Professional Conduct for Teachers as per Teaching Council Supervision Policy/ Supervised at all times Anti- Bullying policy Code of Behaviour Vetting procedures adhered to Extra personnel when and where required
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walking to church for confession and holy communion practice, Nature walks, various trails on and off school grounds)		Critical Incidents Management Plan
School transport arrangements	Harm/injury to student.	Travel to/ from school all pupils must follow the Bus Driver's rules Bus company subject to bus inspections Seat belts to be worn at all times
Swimming	Harm/injury to student. Inappropriate behaviour Bullying	See Appendix B: Code of Best Practice... Supervision Policy Limited numbers allowed attend swimming Code of Behaviour Volunteers vetted Anti-Bullying policy Substance Use Policy
Sales reps calling to the school	Adult without appropriate vetting entering the school Inappropriate behaviour	See Appendix B: Code of Best Practice... Buzzer on the main door Never alone with child/ Supervision Policy Always two children sent on messages
Pupils going to the toilet/ on messages/ leaving classroom for any reason	Inappropriate behaviour as students are unsupervised	Pupils always sent on messages in two's See Appendix B: Code of Best Practice... Code of Behaviour
Administration of Medicine Administration of First Aid	Harm/injury to pupils by school personnel	Policy on Accidents and Administration of Medicines First aid kit First aid person Ring home when unsure Critical Incidents Management Plan Accident Report Form Always ring home for any head injuries



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Prevention and dealing with bullying amongst pupils	Harm-physical and or emotional to others	Anti- Bullying Policy Routines and procedures such as Friendship weeks Stay Safe Programme taught in full Zippy's Friends Weaving Wellbeing Friends for Life Zones of Regulation Regular movement and calming breaks
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Training of school personnel in child protection matters	Failure to attend training/ engage with training	Online training for all school personnel, BOM training and training for DLD and Deputy DLP
Use of external personnel to supplement curriculum	Harm to pupils	ICT and Acceptable Use Policy Vetting procedures adhered to Child Safeguarding Statement Appendix B: Code of Best Practice: Recruitment of school personnel
Visitors calling to school when a class are outside at P.E.	Harm to pupils/staff due to adults without appropriate vetting entering school grounds	See Appendix B: Code of Best Practice... Gates closed when all pupils have arrived Parents/ visitors reminded not to interrupt classes including PE. Front door is locked.
Care of pupils with specific vulnerabilities/ needs such as <ul style="list-style-type: none"> <li>• Pupils from ethnic minorities/migrants</li> <li>• Members of the Traveller community</li> <li>• Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>• Pupils perceived to be LGBT</li> <li>• Pupils of minority religious faiths</li> <li>• Children in care</li> <li>• Children on CPNS</li> </ul>	Inappropriate behaviour Harm/injury to student Emotional harm to student Bullying	Parents to inform school on Admission Form of any special needs child has. Code of Behaviour Supervision Policy Inclusion promoted throughout the school School ethos SNA where available SPHE teachings Code of Best Practice Friendship Weeks Code of Professional Conduct for Teachers as per Teaching Council Child Safeguarding Statement Staff observations and record keeping Actions taken when required



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Recruitment of school personnel including - <ul style="list-style-type: none"><li>• Teachers</li><li>• SNA's</li></ul>	Harm not recognised or properly or promptly reported	Child Safeguarding Statement & DES procedures made available to all staff Staff to view Tusla training and any other online training offered by PDST
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<ul style="list-style-type: none"> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> <li>• External Tutors/Guest Speakers</li> <li>• Volunteers/Parents in school activities</li> <li>• Visitors/contractors present in school during school hours</li> <li>• Visitors/contractors present during after school activities</li> </ul>	Harm to student/s	Vetting Procedures followed for all school personnel DES Circulars followed See Appendix B: Code of Best Practice
Use of school premises by other organisation during <b>school day</b> e.g. Church, IFA, PTG	Harm to student/s	Always in open areas Personnel Garda vetted Parental consent given prior to attending
Use of Information and Communication Technology by pupils in school	Bullying Inappropriate behaviour	ICT policy and AUP Anti-Bullying Policy Code of Behaviour SPHE and Stay Safe Policy on Mobile Phones and Electronic Devices ( any use of school ICT is under the strict supervision of school personnel)
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Harm to students Failure to apply sanctions Unfair application of sanctions	Code of Behaviour Policy on Mobile Phones and Electronic Devices Teacher discretion School Investigation and record keeping Communication to parents Parental consent
Use of video/photography/other media to record school events	Harm to student Inappropriate behaviour Bullying	Parental consent. Awareness of not publishing names and photographs. Parents given a reminder any recording are for personal use and not to be uploaded to any social media sites. ICT and AUP Policy

		AUP
After school use of school premises by other organisations e.g. Afterschool	Harm to student/s Inappropriate behaviour	Must adhere to school rules. Confidential information locked away. Secretary and principal office locked Contract of agreement outlining expectations /or what is not permitted during the use of the building. See; Appendix B: Code of Best Practice re visitors
Aspects of curricular subjects e.g. Art, use of scissors and glue Science, mixing, melting, Maths, compass etc	Harm to students Inappropriate behaviour	Supervised at all times as per Supervision Policy Classroom management strategies Code of Behaviour Safety instructions advised Care taken
In the event of a fire	Harm to students Inappropriate behaviour	Roll call Supervised/ Supervision Policy Fire Alarm installed
Covid 19	Spread of infection (Harm to students)	Hand sanitising stations in every classroom and at every entry door to the school Signage on the signs and symptoms and hand washing Correct sneeze and cough etiquette taught in class Parents, pupils and staff are reminded of the symptoms of Covid 19 and to tell a trusted adult if they feel unwell.



		<p>Pupils may wear a facemask in the class.</p> <p>Restrictions on visitors to the school</p> <p>Visits must be pre-arranged with the principal and visitors should sanitise their hands on entering the school</p> <p>Pupils, staff and visitors are asked not to attend the school if they are feeling unwell or think they have any Covid 19 symptoms</p> <p>All staff are familiar with the procedures to follow in the event of a suspected or confirmed case of Covid 19</p> <p>The school cleaner has been informed about the enhanced cleaning regime needed to combat the spread of Covid 19</p> <p>All staff have watched the DES Covid 19 training</p> <p>A Lead Worker Representative, Niamh Watson and a Deputy Lead Worker Representative, Aoife Mc Gowan have been appointed.</p> <p>Every teacher has access to cleaning products and cleans his/her desk every day</p>
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Covid 19 – school closure	Possible exposure to inappropriate on-line content while using the internet to complete assigned school work	<p>Pupils will be taught appropriate online behaviour</p> <p>Pupils will be shown how to use the chosen online platform, Seesaw, for learning activities and communication between the home and the school</p> <p>Parents will be made aware of the resources available on <a href="http://www.webwise.ie">www.webwise.ie</a></p> <p>The Stay Safe programme will be taught in term 2-3 from the 2022/ 2023 school year onwards</p> <p>Ms. Niamh Watson attended RSE training and will deliver RSE to the senior room in term 3 2022.</p> <p>Pupils will be reminded and encouraged to talk to a trusted adult if something feels not right</p> <p>A remote learning plan has been put in place.</p>
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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 was initially completed by the Board of Management on **8<sup>th</sup> March 2018**. It was reviewed and ratified again on the **21<sup>st</sup> September 2022** and will be reviewed again as part of the school’s annual review of its Child Safeguarding Statement.

Signed:

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

Chairperson, Board of Management

Signed:

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

Principal/ Secretary to the Board of Management