

# .Child Safeguarding Risk Assessment – Scoil Cholmáin Tuairíní

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 Cholmáin Tuairíní.

## 1. List of School Activities: –

- Training of School Personnel in Child Protection Matters
- Class Teaching
- One-to-one Teaching
- Care of Children with special needs, including intimate care needs
- Toilet areas
- Circular Provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with Bullying amongst Pupils
- Care of pupils with specific vulnerabilities/needs such as
  - Pupils from Ethnic Minorities/Migrants
  - Members of the Travelling Community
  - Lesbian/Gay/ Bisexual/Transgender (LGBT) Pupils and Pupils perceived to be LGBT
  - Pupils of Minority Religious Faiths
  - Children on the Child Protection Notification System
- Daily arrival and dismissal of Pupils
- Recreation Breaks
- Managing of challenging behaviour amongst Pupils, including appropriate use of restraint
- Engagement of External Personnel to supplement the Curriculum:
  - Gaelacadamh Music Teachers
  - Scéim Oiliúna Coaches
- Sports Coaches
- Parents Volunteering to assist in School Activities
- Contractors present in the school during and after school hours
- IT Contractors
- Cleaning Contractors
- Photocopier/Printer Technician
- Swimming Lessons in Leisureland
- Students on Teaching Practice Placements
- Students participating in Work Experience
- Outings/Trips/Tours
  - School Tours
  - Field Trips
  - Cinema/Theatre/Concert/Library
- Sporting Activities
  - Hurling/Football/Soccer/Handball
- School Transport Arrangements
- Lifts by Parents to sacrament practice/choir practice and sporting events
- Fundraising Events/Community Events conducted during School Time involving Pupils
- Use of Off-Site Facilities for School Activities
- Participation by Pupils in Religious Ceremonies/Religious Instruction external to the school
  - Confirmation
  - Confession
  - Communion
  - Religious Instruction

- Administration of Medicine
- Administration of First Aid
- Recruitment of School Personnel including:-
  - Teachers
  - SNA's
  - Caretaker
  - Secretary
- Use of Information and Communication Technology by Pupils in School
- Application of Sanctions under the school's Code of Behaviour including Detention of Pupils, Confiscation of phones, etc.
- Use of Video/Photography/Other Media to record School Events

**2. The school had identified the following risk of harm in respect of its activities: –**

- Harm not recognised
- Harm not reported promptly or correctly
- Harm by School Personnel
- Harm to children with SEN who have particular vulnerabilities
- Inappropriate behaviour
- Harm to a Pupil due to bullying by another Pupil/Group of Pupils
- Non-teaching of SPHE, RSE, Stay Safe
- Harm to Pupils from older Pupils
- Harm to Pupils from Unknown Adults on the playground
- Harm from older Pupils
- Harm from Unknown Adults on the playground
- Injury to Pupils and Staff
- Harm to Pupils by External Personnel
- Harm to Pupils by Sports Coaches
- Harm to Pupils by Volunteer Parents
- Harm to Pupils by Contractors
- Harm to Pupils by Bus Driver
- Harm to Pupils by Swimming Instructors
- Harm to Pupils by Volunteer Parents assisting in the supervision of Pupils
- Harm to Pupils by Unknown Adults
- Harm to Pupils by Student on Teaching Practice Placement
- Harm to Pupils by Student participating in Work Experience
- Harm to Pupils by Celebrants/Instructors/Unknown Adults
- Harm to Pupils due to inappropriately assessing Internet Capable Devices at school
- Harm to Pupils due to exposure to inappropriate material via the internet
- Harm to Pupils due to inappropriate use of videos/photographs by individuals

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

- The following have been made available to all staff:
  - Child Safeguarding Statement
  - Procedures for Primary and Post-Primary Schools 2017
  - Children First National Guidance for the Protection and Welfare of Children
- All mandated persons maintain a Child Protection folder containing the above
- Staff have engaged in the TUSLA eLearning Programme "Introduction to Children First", taken the online assessment and provided a copy of certification to the Principal

- DLP & DDLP have engaged in the PDST eLearning Programme on Risk Assessment and the Development of a Child Safeguarding Statement
- DLP & DDLP have attended PDST face to face training. All STAFF to view TUSLA training module & any other online training offered by PDST
- The BoM will maintain records of all staff and BoM training relating to Child Protection and Safeguarding
- The school has adopted the Code of Professional Conduct for Teachers (Updated 2<sup>nd</sup> Edition 2016)
- The school will develop a Code of Conduct for Teaching and Non-Teaching Staff
- The school complies with the Revised Procedures for Suspension and Dismissal of Teachers outlined in DES Circular 60/2009 as per Section 24(3) of the Education Act (1988)
- The school has a Special Educational Needs (SEN) Policy
- The school will develop a Policy for One-to-One teaching
- Staff will observe best practice in relation to teaching children on a one-to-one basis pending the development of the above policy. Best practice in relation to one-to-one teaching will be discussed at a staff meeting. Guidelines will be issued to staff based on this discussion.
- Glass panels will be installed in all SEN room doors or doors will be left open.
- The school will develop a Policy on Intimate Care where necessary
- Toilets are located in classrooms younger children do not leave the yard to go to the toilet without informing teacher. Junior classes go in pairs and senior classes singly
- The school implements SPHE, RSE and the Stay Safe Programme in full
- Staff are reminded of their responsibilities regarding the above on a regular basis at staff meetings
- The school has an Anti-Bullying Policy
- The school has a Code of Behaviour Policy
- Pupils supervised by Principal from 8:50 a.m. each day to admission time at 9:00 a.m. each day
- Pupils dismissed by Teachers at 2:40 p.m. each day
- Pupils are supervised by Teachers in the playground at break times
- The school has a Supervision Policy
- The school has a Health and Safety Policy
- The school has secured Garda Vetting in respect of existing External Personnel and will do so when engaging new External Personnel
- Class Teacher will be present in classroom with External Personnel **and/or** External Personnel will work in the yard which is open, exposed and has a good deal of through traffic
- External Personnel will only engage with whole class or groups and never with Pupils on a one-to-one basis
- The school has secured Garda Vetting in respect of School Coaches and will do so when engaging new Sports coaches
- Class Teacher will be present with Sports Coaches at all times
- Sports Coaches will only engage with whole class or groups and never with Pupils on a one-to-one basis
- Volunteer Parents assisting in school activities will never be left unsupervised in the company of Pupils (a teacher will be present at all times)
- The school will secure Garda Vetting in respect of Contractors and will do so when engaging new contractors
- Contractors will never be left unsupervised in the company of Pupils
- The school will secure Garda Vetting in respect of the Bus Driver
- The school will seek confirmation in writing that Leisureland has secured Garda Vetting in respect of the Swimming Instructors

- Parents assisting in the supervision of pupils will never be left unsupervised in the company of Pupils (a teacher will be present at all times)
- The school will require Volunteer Parents to complete a Self-Declaration in respect of Child Protection
- The school will seek confirmation in writing that the College or Institution in question has secured Garda Vetting in respect of the Student
- Students on Teaching Practice will not engage in One-to-One teaching unless the SEN Teacher is present.
- Students on Teaching Practice will never be left unsupervised in the company of Pupils (the Class Teacher will be present at all times)
- The school will require Students on Teaching Practice to sign a Memorandum of Understanding.
- The school will develop a Teaching Practice/Work Experience Policy
- The school will secure the written consent of Parents/Guardians for Pupils to participate
- At least 1 Teacher and one adult will accompany each class group on Outings/Trips/Tours and a maximum Pupil-Teacher Ratio of 16:1 shall apply. At least one of the teachers or adults shall be female.
- Volunteer Parents assisting in school activities will never be left unsupervised in the company of Pupils (a teacher will be present at all times)
- The school will develop a Policy on Outings/Trips/Tours
- One teacher and at least one other adult will accompany each team and a maximum Pupil-Teacher Ratio of 25:1 shall apply. One of the two adults will be female
- A Teacher, will accompany each group travelling on buses/coaches hired by the school
- The Bus Driver will never be left unsupervised in the company of Pupils
- Children will always be in groups of a minimum of three
- The school will secure the written consent of Parents/Guardians for Pupils to participate
- At least 1 Teacher will accompany each group and a maximum Pupil-Teacher Ratio of 20:1 shall apply.
- Volunteer Parents assisting in school activities will never be left unsupervised in the company of these Pupils (a teacher will be present at all times)
- Celebrants/Instructors will never be left unsupervised in the company of Pupils (a teacher will be present at all times)
- The school shall develop a Policy on First Aid and the school has a policy on the Administration of Medicines
- Basic First Aid will be administered by the Supervising Teacher in the School Yard
- Supplementary First Aid will be administered in the School Reception Areas by Staff member(s)
- The school has secured Garda Vetting in respect of existing Staff and will do so in respect of all new staff
- School Child Safeguarding Statement and DES procedures to be made available to all Staff
- All Staff are encouraged to avail of the relevant training in relation to Child Safeguarding and Protection
- The school has an ICT Policy
- The school has a Policy on Mobile Phones
- Pupils do not have unsupervised access to Mobile Internet Devices
- The school has a policy on Photographs

**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 the risk to the greatest possible extent.

This risk assessment has been completed by the Board of Management on 27<sup>th</sup> November 2018. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

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

Peggy Walsh  
Chairperson, Board of Management

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

Mark Regan  
Principal