



## Scoil Cholmcille Greencastle National School

### Child Safeguarding Statement and Risk Assessment Template

#### Child Safeguarding Statement

Scoil Cholmcille Greencastle Roll no. 18791K 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 \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Scoil Cholmcille Greencastle Roll no. 18791K 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 (revised 2023)* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Mr Karol Lynch
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Mrs Úna Doherty
- 4 The Relevant Person is Karol Lynch  
*(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)*
- 5 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;



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- 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.

6 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie 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 gov.ie 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



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- 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- 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 gov.ie 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.

- 7 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.
- 8 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.



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This Child Safeguarding Statement was adopted by the Board of Management on \_\_\_\_\_ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on [most recent review date].

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

Chairperson of Board of Management

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

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

Principal/Secretary to the Board of Management

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



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### Child Safeguarding Risk Assessment

#### Written Assessment of Risk of Scoil Cholmcille Greencastle Roll no.18791K

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 (revised 2023)*, the following is the Written Risk Assessment of Scoil Cholmcille Greencastle.

| <b>List of School Activities</b>               | <b>Risk Level</b> | <b>The School has identified the following Risk of Harm</b> | <b>The School has the following Procedures in place to address risk identified in this assessment</b>   |
|--|-------------------|---|---|
| Daily arrival and dismissal of pupils          | Med               | Harm from older pupils, unknown adults on the playground    | Arrival and dismissal supervised by Teachers and staff. Children are never released to people we do not know. Parents must call /write to arrange a different person to collect |
| Managing challenging behaviour amongst pupils. | High              | Injury to pupils and staff                                  | Health & Safety Policy<br>Code Of Behaviour   |
| Sports Coaches                                 | Med               | Harm to pupils  | Policy & Procedures in place. Regular Coaches are Garda vetted. Where practicable class teacher remains with class at all times when external coaches/teachers are with class.  |
| Recreation breaks for pupils                   | High              | Injury to pupils.   | Car park closed. 1 Teacher + 2 x SNAs to supervise yard at all times<br>1 adult in junior yard at all times<br><br>Children are escorted to/from yard                           |



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|----------------------------------|--------|--|--|
| Classroom teaching               | Low    | Potential harm to pupil(s) and/or teacher.   | Code of Behaviour Policy<br>In-Class Behaviour systems.<br>Child Protection Policy.  |
| One-to-one teaching              | Medium | Harm from member of staff to a child   | All teaching staff to be Garda vetted.<br>Leave class door open at all times   |
| Outdoor teaching activities      | High   | Challenge of adequate supervision when children have access to grounds beyond the school yard e.g- trips to beach, school tours .  | Code of Behaviour Policy<br>In-Class Behaviour systems.<br>Child Protection Policy.<br>- an additional adult to accompany class, where possible/available. |
| Sporting Activities              | High   | As above. Also:<br>Risk of encounter with stranger(s), e.g., at sporting fixtures or during on-site activities hosted by non-staff.<br>Risk of negative interaction with external coaches.<br>Risk of accident in high-contact sports, e.g., ball games. | As above. Also:<br>Class teachers always present with external coaches as far as is practicable.   |
| Homework club/evening study      |        | NA   | NA   |
| <b>List of School Activities</b> |        | <b>The School has identified the following Risk of Harm</b>  | <b>The School has the following Procedures in place to address risk identified in this assessment</b>  |



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|  |      |   |   |
|--|------|---|---|
| School outings   | High | Risk of encounter with stranger(s), e.g., at sporting fixtures or during on-site activities hosted by non-staff.<br>Risk of negative interaction with external coaches or speakers.<br>Challenge of adequate supervision when children have access to grounds beyond the school yard e.g- trips to beach, school tours. | Access to updated contact lists (parents).<br>Use of school mobile phone<br>First aid kit to accompany children on tour(s).<br>Emergency Medication (e.g Epipen) to accompany children on tour. |
| Use of toilet in schools at playtime   | Low  | Inappropriate behaviour.  | Teacher on yard duty to know who is in toilets at all times.<br>No adult to be in toilet while children are using bathroom facilities.  |
| Annual Sports Day  |      | See 'Sporting Activities' and 'School Outings'.   | Teacher to supervise children all day. Parents to inform teacher if children are to be taken home early.  |
| Fundraising events involving pupils during school time                                     |      | See Sporting activities   | Class teacher to supervise (or organise suitable supervision) class at all times.   |
| Use of off-site facilities for school activities-<br>Swimming at Templemore Sports Complex |      | Risk of encounter with stranger(s), e.g., at sporting fixtures or during on-site activities hosted by non-staff.<br>Risk of negative interaction with external coaches  | Ensure that Children are supervised by a Garda vetted adult at all times.<br>School to ensure that any adults helping out with swimming are Garda vetted.                                       |
| School transport arrangements  |      | Child at risk of harm by bus driver as well as other adults on bus.   | Copies of bus drivers and adult helpers, Garda Vetting to be held in the school.<br>Child protection policy.  |



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| <b>List of School Activities</b>  |      | <b>The School has identified the following Risk of Harm</b>   | <b>The School has the following Procedures in place to address risk identified in this assessment</b>   |
|---|------|---|---|
| Care of any vulnerable students, including intimate care where needed                                     | High | Injury or harm during school day.   | Anti-Bullying Policy<br>SPHE programme<br>Toileting Policy –2 adults to supervise any child with toileting care needs. No exceptions.   |
| Management of challenging behaviour amongst pupils, including appropriate use of restraint where required | High | Injury/harm to pupil(s) and/or teacher.   | Code of Behaviour Policy.<br>Individual Behaviour Plans.<br>SNA Policy.<br>Child Protection Policy.   |
| Administration of Medicine<br>Administration of First Aid   | High | Risk of lack of knowledge of a child's condition/illness by an adult attending the child.<br>Risk of injury harm as an outcome of insufficient/inadequate care. | Admin of Medicine Policy (e.g., location of medicines). Care Plans for pupils with emergency medication.<br>Staff Training –2 x First Aiders on staff continued refresher training of First Aid when/where deemed necessary.<br>Ongoing review of Student Care Plans. |
| Curricular provision in respect of SPHE, RSE, Stay Safe   | Low  | Risk of teachers not fully implementing the programme as intended (e.g., omission, lack of sensitivity, etc.)   | SPHE School Plan (RSE, etc.)<br>RSE Policy<br>Staff to fully implement (Stay Safe)  |
| Prevention and dealing with bullying amongst pupils   | High | Risk of children being bullied (physical and emotional).  | Anti-bullying Policy.<br>Code of Behaviour<br>In-class systems for behaviour.   |





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|  |      |   | SPHE policies and plans (see above).   |
| Training of school personnel in child protection matters   | Low  | Risk of staff not attending or participating fully or complying with training and its implications. | Child Protection Policy and training.<br>Child Protection Case Studies discussed at staff meetings.                      |
| Use of external personnel to supplement curriculum   | High | See 'Sporting Activities' and 'School Outings'  | Class teachers always present with external personnel as far as is practicable.  |
| <b>List of School Activities</b>   |      | <b>The School has identified the following Risk of Harm</b>   | <b>The School has the following Procedures in place to address risk identified in this assessment</b>                    |
| 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> | High | Risk of emotional/physical harm.  | Child Protection Policy<br>Anti-bullying Policy<br>SPHE, RSE Plans and Policies<br>Recruitment processes and procedures. |
| Recruitment of school personnel including - <ul style="list-style-type: none"> <li>● Teachers</li> </ul>   | High | Harm not recognised or properly or promptly reported  | Child Safeguarding Statement & DES procedures made available to all staff  |



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|   |      |   |   |
|---|------|---|---|
| <ul style="list-style-type: none"> <li>• SNA's</li> <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> |      |   | <p>Staff to view PDST training module &amp; any other online training offered by PDST</p> <p>Vetting Procedures</p> |
| <b>List of School Activities</b>  |      | <b>The School has identified the following Risk of Harm</b>   | <b>The School has the following Procedures in place to address risk identified in this assessment</b>               |
| Use of Information and Communication Technology by pupils in school   |      | Bullying<br>Access to inappropriate content.  | ICT policy<br>Anti-Bullying Policy<br>Code of Behaviour<br>Filtered Broadband provided by PDST                      |
| Application of sanctions under the school's Code of Behaviour including Suspensions.  | High | <p>Risk of parent backlash (e.g., parents being unfair to teacher).</p> <p>Risk of other children exposed to bad behaviour (emotional impact).</p> <p>Risk of school's policies being inadequate for addressing/responding to incidents.</p> <p>Risk of parents being unaware of escalation of poor behaviour and school's code (sanctions, etc.)</p> | <p>Code of Behaviour</p> <p>Anti-Bullying Policy</p> <p>Good communication with parents.</p>                        |



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| Students participating in work experience in the school      | Medium | Children being exposed to physical, emotional and sexual abuse by work experience student.   | No work experience student to be alone with child(ren)<br>Trainee teachers and all work experience students required to provide proof of Garda vetting.   |
| Student teachers undertaking training placement in school    | High   | Children being exposed to physical, emotional and sexual abuse by student teacher.   | Vetting provided by Teacher Training College<br>Student teacher provided with copy of the Schools safeguarding statement.   |
| Use of video/photography/other media to record school events | High   | See 'Use of ICT'. Also:<br>Risk that students without photo consent have photos published by<br>Risk of third-party publishing of school photos (e.g., sharing). | See 'Use of ICT'. Also:<br>Acceptable use Policies<br>Consent Forms   |
| After school use of school premises by other organisations   | High   | Children at risk of physical, emotional and sexual abuse by member of outside agency.  | All members of outside agencies working with children after school are fully Garda vetted.<br>Members working with children after school are provided with copy of Schools safeguarding statement.<br>A copy of outside agency School Safeguarding statement to be requested where practicable. |



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