



Scoil Cholmcille Greencastle Roll no. 18791K

The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) and the Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023 require that the Board of Management/Management authority must undertake a review of its Child Safeguarding Statement and that the following checklist shall be used for this purpose. **The review must be completed every year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers.** Undertaking an annual review will also ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement every two years.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list of the issues to be considered. Individual boards of management/management authorities shall include other items in the checklist that are of relevance to the school/boarding facility in question.

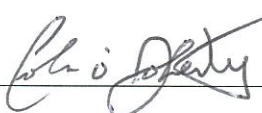
As part of the overall review process, boards of management/management authorities should also assess relevant school/boarding facility policies, procedures, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015, the Addendum to Children First (2019), the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023*.

	Yes/No or N/A
1. Has the board/management authority formally adopted a Child Safeguarding Statement in accordance with the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and the <i>Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023</i> ?	y
2. Is the board/management authority satisfied that the Child Safeguarding Statement is displayed in a prominent place near the main entrance to the school/boarding facility?	y
3. As part of the school/boarding facility's Child Safeguarding Statement, has the board/management authority formally adopted, without modification, the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and the <i>Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023</i> ?	y
4. Does the school/boarding facility's Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the Addendum to Children First)	y
5. Has the board/management authority reviewed and updated where necessary the written assessment of risk as part of this overall review?	y
6. Has the Risk Assessment taken account of the risk of harm relevant to online teaching and learning remotely?	y
7. Has the DLP of the school attended available child protection training?	y
8. Has the DLP of the boarding facility attended available child protection training?	N/A
9. Has the Deputy DLP of the school attended available child protection training?	Y
10. Has the Deputy DLP of the boarding facility attended available child protection training?	N/A
11. Have any members of the board/management authority attended child protection training?	N y
12. Has the school/boarding facility appointed a DLP and a Deputy DLP?	Y

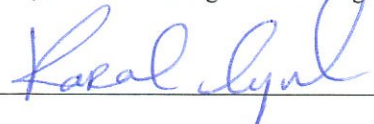
13. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	y
14. Has the board/management authority arrangements in place to communicate the Child Safeguarding Statement to new school/boarding facility personnel?	y
15. Is the board/management authority satisfied that all personnel have been made aware of their responsibilities under the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> , the <i>Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023</i> and the Children First Act 2015?	y
16. Has the board/management authority received a Child Protection Oversight Report (CPOR) at each board/management authority meeting held since the last review was undertaken?	y
17. Since the board/management authority's last review, did each CPOR contain all of the information required under each of the 4 headings set out in sections 9.5 to 9.8 inclusive of the procedures?	y
18. Since the board/management authority's last review, has the board/management authority been provided with and reviewed all records relevant to the CPOR?	y
19. Is the board/management authority satisfied that the records provided are anonymised and redacted as necessary to ensure that the identities of children and other parties, including boarding facility personnel, to whom the concern or report relates are not disclosed?	N/A
20. Since the board/management authority's last review, have the minutes of each board/management authority meeting appropriately recorded the records provided to the board/management authority as part of CPOR?	y
21. Have the minutes of each board/management authority meeting appropriately recorded the CPOR?	y
22. Is the board/management authority satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?	n/a
23. Is the board/management authority satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of school/boarding facility personnel against whom an allegation of abuse or neglect has been made?*	N/A
24. Where applicable, were unique identifiers used to record child protection matters in the board/management authority minutes?	NA
25. Is the board/management authority satisfied that all records relating to child protection are appropriately filed and stored securely?	Y
26. Has the board/management authority been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	N
27. In relation to any cases identified at question 22 above, has the board/management authority ensured that any notifications required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> were subsequently issued by the DLP?	na
28. Has the board/management authority ensured that the Parents' Association (if applicable), has been provided with the school/boarding facility's Child Safeguarding Statement?	y
29. Has the board/management authority ensured that the patron has been provided with the school/boarding facility's Child Safeguarding Statement?	y
30. Has the board/management authority ensured that the school/boarding facility's Child Safeguarding Statement is available to parents on request?	y
31. Has the board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)	y
32. Has the board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school? (applies to post- primary schools)	na
33. Has the board ensured that the SPHE curriculum is implemented in full in the school?	y

34. Is the board/management authority satisfied that the statutory requirements for Garda Vetting have been met in respect of all school/boarding facility personnel (employees and volunteers)? *	y
35. Is the board/management authority satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?*	y
36. Is the board/management authority satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school/boarding facility in relation to all school/boarding facility personnel (employees and volunteers)?*	y
37. Has the board/management authority considered and addressed any complaints or suggestions for improvements regarding the school/boarding facility's Child Safeguarding Statement?	na
38. Has the board/management authority sought the feedback of parents in relation to the school/boarding facility's compliance with the requirements of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and the <i>Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023</i> ?	y
39. Has the board/management authority sought the feedback of pupils/students in relation to the school/boarding facility's child safeguarding arrangements?	y
40. Has the board/management authority identified any aspects of the school/boarding facility's Child Safeguarding Statement and/or its implementation that require further improvement?	na
41. Has the board/management authority put in place an action plan containing appropriate timelines to address those aspects of the school/boarding facility's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement?	na
42. Has the board/management authority ensured that any areas for improvement that were identified in any previous review of the school/boarding facility's Child Safeguarding Statement have been adequately addressed?	na
43. Where the board of management of the school and the management authority of the boarding facility are independent of each other, has the board of management of the school and the management authority of the boarding facility afforded each other the opportunity to input during the review of each other's child safeguarding statements and risk assessments and have a written data sharing agreement for this purpose?	na

*In schools where the ETB is the employer, the responsibility for meeting the employer's requirements rests with the ETB concerned. In such cases, this question should be completed following consultation with the ETB.

Signed  Date 5/11/25

Chairperson, Board of Management/Management authority

Signed  Date 5/11/25

Principal/Secretary to the Board of Management/Management authority

Note: Where a school/boarding facility is undertaking its first review, references in this checklist to the "last review" shall be taken to refer to the date on which the Child Safeguarding Statement was first put in place.



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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 Una 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:



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- 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.

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



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- 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 (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.



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- 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.

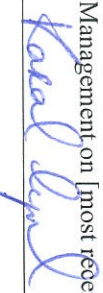
This Child Safeguarding Statement was adopted by the Board of Management on _____ [date].

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

Signed: 

Chairperson of Board of Management

Date: 5th Nov. 2025

Signed: 

Principal/Secretary to the Board of Management

Date: 5/11/25



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Child Safeguarding Risk Assessment

Written Assessment of Risk of Scoil Cholmille 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 Cholmille Greencastle.

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
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 Code Of Behaviour



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Sports Coaches	Med	Harm to pupils	Policy & Procedures in place. Regular Coaches are Garda vetted. Where a 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 1 adult in junior yard at all times
			Children are escorted to/from yard
Classroom teaching	Low	Potential harm to pupil(s) and/or teacher.	Code of Behaviour Policy In-Class Behaviour systems. Child Protection Policy.
One-to-one teaching	Medium	Harm from member of staff to a child	All teaching staff to be Garda vetted. 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 In-Class Behaviour systems. Child Protection Policy. - an additional adult to accompany class, where possible/available.
Sporting Activities	High	As above. Also: Risk of encounter with stranger(s), e.g., at sporting fixtures or during on-site activities hosted by non-staff. Risk of negative interaction with external coaches. Risk of accident in high-contact sports, e.g., ball games.	As above. Also: Class teachers always present with external coaches as far as is practicable.



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Homework club/evening study		NA	NA
List of School Activities		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	High	Risk of encounter with stranger(s), e.g., at sporting fixtures or during on-site activities hosted by non-staff. Risk of negative interaction with external coaches or speakers. 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). Use of school mobile phone. First aid kit to accompany children on tour(s). 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. No adults can be in the toilet while children are using bathroom facilities.
Annual Sports Day		See 'Sporting Activities' and 'School Outings'.	Teacher to supervise children all day. Parents inform teachers 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- 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.	Ensure that Children are supervised by a Garda vetted adult at all times. School to ensure that any adults helping out with swimming are Garda vetted.



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		Risk of negative interaction with external coaches	
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. Child protection policy.
List of School Activities		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 any vulnerable students, including intimate care where needed	High	Injury or harm during school day.	Anti-Bullying Policy SPHE programme 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. Individual Behaviour Plans. SNA Policy. Child Protection Policy.
Administration of Medicine Administration of First Aid	High	Risk of lack of knowledge of a child's condition/illness by an adult attending the child. 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. Staff Training – 2 x First Aiders on staff continued refresher training of First Aid when/where deemed necessary. 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.) RSE Policy Staff to fully implement (Stay Safe)



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Prevention and dealing with bullying amongst pupils	High	Risk of children being bullied (physical and emotional).	Anti-bullying Policy. Code of Behaviour In-class systems for behaviour. 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. 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.
List of School Activities		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 pupils with specific vulnerabilities/needs such as ● Pupils from ethnic minorities/migrants ● Members of the Traveller community ● Lesbian, gay, bisexual or transgender (LGBT) children ● Pupils perceived to be LGBT	High	Risk of emotional/physical harm.	Child Protection Policy Anti-bullying Policy SPHE, RSE Plans and Policies Recruitment processes and procedures.



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● Pupils of minority religious faiths ● Children in care ● Children on CPNS			
Recruitment of school personnel including - ● Teachers ● SNA's ● Caretaker/Secretary/Cleaners ● Sports coaches ● External Tutors/Guest Speakers ● Volunteers/Parents in school activities ● Visitors/contractors present in school during school hours ● Visitors/contractors present during after school activities	High	Harm not recognised or properly or promptly reported	Child Safeguarding Statement & DES procedures made available to all staff Staff to view PDST training module & any other online training offered by PDST Vetting Procedures
List of School Activities		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 Information and Communication Technology by pupils in school		Bullying Access to inappropriate content.	ICT policy Anti-Bullying Policy Code of Behaviour Filtered Broadband provided by PDST



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Application of sanctions under the school's Code of Behaviour including Suspensions.	High	Risk of parent backlash (e.g., parents being unfair to teachers). Risk of other children exposed to bad behaviour (emotional impact). Risk of school's policies being inadequate for addressing/responding to incidents. Risk of parents being unaware of escalation of poor behaviour and school's code (sanctions, etc.)	Code of Behaviour Anti-Bullying Policy Good communication with parents.
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) 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 Student teacher provided a copy of the Schools safeguarding statement.
Use of video/photography/other media to record school events	High	See 'Use of ICT'. Also: Risk that students without photo consent have photos published by Risk of third-party publishing of school photos (e.g., sharing).	See 'Use of ICT'. Also: Acceptable use Policies 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. Members working with children after school are provided with a copy of Schools safeguarding statements.



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			A copy of outside agency School Safeguarding statement to be requested where practicable.
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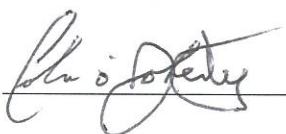
Mandatory Template 3: Notification regarding the Board of Management's review of the Child Safeguarding Statement

To: Bishop Donal McKeown

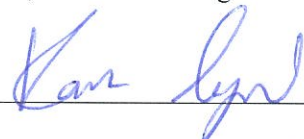
Scot Cholmville

The Board of Management of Greencastle 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 5/11/25 [date].
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the [gov.ie](https://www.gov.ie) website

Signed  Date 5/11/25

Chairperson, Board of Management

Signed  Date 8/9/25

Principal/Secretary to the Board of Management

