



## Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template (Landscape Version)

### Child Safeguarding Statement

St. Patrick's Loreto P.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 St. Patrick's Loreto P.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 **Niamh Morrogh**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Marie Flanagan**
- 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 20/09/2022

This Child Safeguarding Statement was reviewed by the Board of Management on 20/09/2022

Signed:

Chairperson of Board of Management

Signed:

Principal/Secretary to the Board of Management

Date: 20/09/2022

Date: 20/09/2022



## Child Safeguarding Risk Assessment

### Written Assessment of Risk of St. Patrick's Loreto P.S.

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 [name of school].

<b>1. List of school activities</b>	<b>2. The school has identified the following risk of harm in respect of its activities –</b>	<b>3. The school has the following procedures in place to address the risks of harm identified in this assessment</b>
Child Protection training for school personnel	Harm not recognised or reported promptly	<ul style="list-style-type: none"><li>• Child Safeguarding Statement &amp; DES procedures made available to all staff</li><li>• DLP &amp; DDLP to attend PDST face to face training</li><li>• All Staff to view Túsla training module &amp; any other online training offered by PDST</li><li>• BOM maintains records of staff and Board training</li></ul>
Curricular provision in respect of SPHE, RSE, Stay Safe & other safety skills programmes	Programmes not taught	<ul style="list-style-type: none"><li>• School implements SPHE, RSE, Stay Safe and other such programmes</li></ul>
Classroom teaching	Harm by school personnel	<ul style="list-style-type: none"><li>• Staff observe all school policies and ensure the dignity of each child is maintained at all times</li></ul>
Outdoor teaching activities	Harm to pupils	<ul style="list-style-type: none"><li>• Staff observe all school policies and ensure the dignity of each child is maintained at all times</li><li>• Adequate supervision by school staff</li></ul>
Sporting activities/Sports Day	Harm to pupils	<ul style="list-style-type: none"><li>• Staff observe all school policies and ensure the dignity of each child is maintained at all times</li><li>• Adequate supervision by school staff</li></ul>
One to one teaching/counselling	Harm by school personnel	<ul style="list-style-type: none"><li>• There are glass panels in all classroom doors</li></ul>
Online teaching and learning remotely	Harm to pupils through inappropriate use of technology	<ul style="list-style-type: none"><li>• Internet Acceptable Use Policy in place</li><li>• Supervision by teachers (and parents where appropriate)</li></ul>



Principal and/or Deputy Principal meeting with children	Harm by school personnel	<ul style="list-style-type: none"> <li>• Where possible, a second adult should be present</li> <li>• There are glass panels in office doors</li> </ul>
<b>1. List of school activities</b>	<b>2. The school has identified the following risk of harm in respect of its activities –</b>	<b>3. The school has the following procedures in place to address the risks of harm identified in this assessment</b>
Managing of challenging behaviour	Injury to pupils and staff	<ul style="list-style-type: none"> <li>• Code Of Behaviour</li> <li>• Red Card System –to indicate the presence of 2<sup>nd</sup> adult/assistance is required</li> <li>• Health &amp; Safety Policy</li> <li>• Restraint used only by personnel who are trained and only in circumstances where the child’s safety or that of other children/staff is compromised</li> </ul>
Daily arrival and dismissal of pupils	Harm not recognised by school personnel Children not released into the care of a specified person	<ul style="list-style-type: none"> <li>• Class teacher admits pupils at entrance point</li> <li>• Dismissal of pupils from Junior Infants to 2<sup>nd</sup> Class supervised by teachers</li> </ul>
Administration of Medicine	Harm to pupils	<ul style="list-style-type: none"> <li>• Administration of Medication by Teacher Policy in place</li> </ul>
Administration of First Aid	Harm to pupils	<ul style="list-style-type: none"> <li>• Health and Safety Statement (Section 6)</li> </ul>
Care of pupils with medical needs	Harm to pupils	<ul style="list-style-type: none"> <li>• List of children with specific medical needs updated regularly and distributed to staff</li> </ul>
Recreation breaks for pupils	Harm to pupils	<ul style="list-style-type: none"> <li>• All yards have the stipulated number of teachers and SNA’s supervising</li> </ul>
Meeting the intimate care needs of children	Harm to child while receiving intimate care	<ul style="list-style-type: none"> <li>• A second adult should always be present in situations where the intimate care needs of a child are being met</li> </ul>
Use of communal toilet areas outside of classrooms	Inappropriate behaviour	<ul style="list-style-type: none"> <li>• Children use such facilities in pairs</li> <li>• Class Teacher / SNA supervises use of such facilities by larger group (whole class)</li> </ul>



<b>1. List of school activities</b>	<b>2. The school has identified the following risk of harm in respect of its activities –</b>	<b>3. The school has the following procedures in place to address the risks of harm identified in this assessment</b>
Children going to and from SET rooms	Harm to pupils	<ul style="list-style-type: none"> <li>• Children should not go to and from SET rooms on their own</li> <li>• SET teacher to accompany children to and from their rooms (Jun Inf – 2<sup>nd</sup> Class)</li> </ul>
Care of pupils with specific Vulnerabilities	Harm to pupils	<ul style="list-style-type: none"> <li>• SEN Policy, draft Inclusion Policy</li> </ul>
Prevention and dealing with bullying amongst pupils	Impact of bullying behaviour on children	<ul style="list-style-type: none"> <li>• Anti-Bullying Policy</li> <li>• Code of Behaviour</li> <li>• Provision of anti-bullying inputs for children and parents</li> </ul>
Use of external personnel to supplement curriculum	Harm to pupils	<ul style="list-style-type: none"> <li>• Supplementary teacher observes all school policies</li> <li>• Child Safeguarding Statement made available to supplementary teachers</li> <li>• Supplementary teachers are vetted</li> </ul>
Coaching provided during the course of the school day	Harm to pupils	<ul style="list-style-type: none"> <li>• Coaches are vetted</li> <li>• Class teachers are present during coaching sessions</li> </ul>
Student teachers undertaking placement in school	Harm to pupils	<ul style="list-style-type: none"> <li>• Teaching Practice Charter implemented</li> <li>• Child Safeguarding Statement made available to student teachers</li> <li>• Evidence of vetting provided to school</li> </ul>
Students participating in work experience	Harm by student	<ul style="list-style-type: none"> <li>• Work experience policy implemented</li> <li>• Child Safeguarding Statement made available to work experience students</li> <li>• Evidence of vetting provided to school</li> </ul>



Extra-curricular activities	Harm to pupils	<ul style="list-style-type: none"> <li>• Licence agreement in place with providers of extra-curricular activities</li> <li>• Evidence of vetting provided to school</li> </ul>
<b>1. List of school activities</b>	<b>2. The school has identified the following risk of harm in respect of its activities –</b>	<b>3. The school has the following procedures in place to address the risks of harm identified in this assessment</b>
Use of Information and Communication Technology by pupils in school	Impact of cyber-bullying on pupils	<ul style="list-style-type: none"> <li>• Adequate security settings are in place</li> <li>• ICT policy</li> <li>• Acceptable Use Policy</li> <li>• Anti-Bullying Policy</li> <li>• Code of Behaviour</li> </ul>
Use of social media by pupils outside of school hours	Impact of cyber-bullying on pupils	<ul style="list-style-type: none"> <li>• Anti-Bullying Policy</li> <li>• Code of Behaviour</li> <li>• Social Media Policy</li> </ul>
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Harm to pupils	<ul style="list-style-type: none"> <li>• Code of Behaviour</li> <li>• Mobile Phone Policy</li> </ul>
Recruitment of school personnel including - <ul style="list-style-type: none"> <li>• Teachers</li> <li>• SNA's</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> </ul>	Harm not recognised or promptly reported	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>• Vetting Procedures followed</li> </ul>
Use of <ul style="list-style-type: none"> <li>• External/Guest Speakers</li> <li>• Volunteers/Parents in school activities</li> </ul>	Harm to pupils	<ul style="list-style-type: none"> <li>• Supervision by school personnel</li> <li>• Policy on Parental Involvement implemented</li> <li>• Vetting Procedures followed</li> </ul>
<ul style="list-style-type: none"> <li>• Visitors/contractors present in school during or after school hours</li> </ul>	Harm to pupils	<ul style="list-style-type: none"> <li>• Supervision by school personnel</li> </ul>



School outings	Harm to pupils	<ul style="list-style-type: none"> <li>• School tour policy is implemented</li> <li>• Appropriate arrangements are made for supervision of pupils</li> </ul>
<b>1. List of school activities</b>	<b>2. The school has identified the following risk of harm in respect of its activities –</b>	<b>3. The school has the following procedures in place to address the risks of harm identified in this assessment</b>
Use of video/photography/other media to record school events	Harm to pupils	<ul style="list-style-type: none"> <li>• Recordings are not uploaded to the internet</li> </ul>
Taking of school photographs	Harm to pupils	<ul style="list-style-type: none"> <li>• Teacher is present with class while photographs are being taken</li> <li>• Parental consent is received</li> </ul>
Management of Provision of Food and Drink	Harm to pupils	<ul style="list-style-type: none"> <li>• Healthy Eating Policy</li> <li>• Parents will be made aware of food/drink provided in school as far as possible</li> </ul>
Use of school premises by other organisations during the school day	Harm to pupils	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement made available to other organisation</li> </ul>
After school use of school premises by other organisations	Harm to pupils	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement made available to other organisation</li> </ul>
Swimming lessons organised by the Parent Association	Harm to pupils	<ul style="list-style-type: none"> <li>• Pupils are under the supervision of their parents or nominated adult while in the pool and its environs</li> </ul>

**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.