



Scoil Naomh Pádraig

Ballyroan Crescent

Ballyroan, Dublin 16.

Child Safeguarding Statement  
& Child Safeguarding Risk Assessment

**September 2024**

Scoil Naomh Pádraig 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 Naomh Pádraig 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 **Ms. Anna Jennings**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Ms. Sinéad Treacy**
- 4 The Relevant Person is **Ms. Anna Jennings**  
*(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;
- 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
  - 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.
- 7 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association 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.

This Child Safeguarding Statement (and Risk Assessment) was adopted and reviewed by the Board of Management on **25 September 2024**.

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

Maeve O’Rourke

Chairperson of Board of Management

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

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

Anna Jennings

Principal/Secretary to the Board of Management

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

## Child Safeguarding Risk Assessment

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 Naomh Pádraig.

	<b>School activity</b>	<b>Risk of harm identified by the school</b>	<b>Procedures in place to address risk of harm</b>
1.	Training of school personnel in child protection matters	Harm not recognised  Concerns not reported promptly	<p>The B.O.M. –</p> <p>Provides all school personnel with a copy of the school’s Child Safeguarding Statement and Child Protection Risk Assessment</p> <p>Requires that all school personnel sign the ‘Acceptance of Scoil Naomh Pádraig Child Protection Safeguarding Statement’ form and return a signed copy to the D.L.P</p> <p>Ensures the DES Child Protection Procedures are made available to all school personnel.</p> <p>Require that all staff mandated and non-mandated, adhere to the <i>DES Child Protection Procedures for Primary and Post-Primary Schools 2017</i>.</p> <p>Ensures staff avail of relevant training</p> <ul style="list-style-type: none"> <li>a) The DLP/DDLP must avail of training provided by a professional organisation e.g. Oide when a refresher course is deemed necessary. Certificate of attendance provided to the B.O.M.</li> <li>b) All school personnel are required to do the Tusla online training and provide a copy of certificate of completion to the DLP</li> </ul> <p>Encourage the B.O.M. members to avail of relevant training</p> <p>Maintains records of all staff and board member training</p>
2.	One to one teaching	Harm by school personnel	Door will remain open when one-to-one teaching is taking place or a glass panel will be fitted in the door.
3.	Care of pupil with special needs including	Harm by school personnel	Two adults (usually SNAs but may be a SNA and teacher) will be present for tasks relating to intimate care needs.

	intimate care needs		Record will be kept as appropriate by the SNA/person involved in carrying out the tasks.
4.	Toilet areas	Inappropriate behaviour	One pupil to use each toilet cubicle at a time School to implement Stay Safe programme
5.	LGBT children/children perceived to be LGBT	Bullying	Anti-bullying policy and Code of behaviour in place
6.	Curricular provision in respect of SPHE, RSE, Stay Safe	Not being taught	<p>The school implements the full SPHE curriculum over a two-year cycle as outlined in the school plan for S.P.H.E. which can be found on the shared drive. The Stay Safe Programme will be taught in every class over the months of September and October in Year 1 of the school's SPHE Plan.</p> <p>On completion of the Stay Safe programme all class teachers are required to sign the 'Completion of the Stay Safe Programme' document (available in the principal's office).</p> <p>Individual teacher planning documents must indicate when specific objectives of the SPHE curriculum, (including the Stay Safe programme) will be taught (timetabled for) and what specific objectives of SPHE, Stay Safe and RSE will be taught in that period of time.</p> <p>The Cuntais Mhíosiúla of individual teachers will highlight the SPHE content objectives covered and the Stay Safe lessons covered in that month.</p> <p>In addition to specific teaching on the prevention and dealing with bullying as part of the SPHE programme the school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>. A copy of that policy can be found on the shared drive and website</p> <p>The school has a yard/playground supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. A copy of these procedures can be found on the shared drive.</p>
7.	Recruitment of new staff	Harm not recognised	Child Safeguarding statement and Department of Education and Skills (DES) procedures made available to all staff.

		Concerns not reported promptly	Garda vetting is completed at the recruitment stage, and a Statutory Declaration and Form of Undertaking are signed and kept of file for all school personnel.  All staff to view Tusla training module and any other online training offered by the Oide.
8.	Managing challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	Health and Safety policy in place  Code of Behaviour in place.  Positive Handling policy in place.
9.	Sports Coaches	Harm to pupils	Procedures in place including teachers present at all times and vetting of coaches.  All coaches used during school time to be Garda vetted.
10.	Students participating in work experience	Harm by students	Work Experience Policy in place.  Child Safeguarding Statement in place.  Students will not be left unsupervised.
11.	Volunteers/ Parents assisting in school events	Harm to pupils	Must be Garda vetted prior to volunteering  Teacher supervision at all times
12.	Use of ICT by pupils in school	Bullying	ICT policy  Anti-bullying Policy  Code of Behaviour
13.	Social Media	Photographs being placed online	Parents are asked not to take photographs/videos of other children and not to post pictures of other children online.  Online Safety Charter in journals from 1 <sup>st</sup> -6 <sup>th</sup> Class (led by the PA).
14.	School grounds before and after school	Harm to pupils	Parents reminded to supervise children before and after school opens.  Parents advised not to drive onto school grounds.  Assigned staff to supervise entrances to the school from 8:40am each day.
15.	Swimming	Harm to pupils	One staff member to stay at the door of the dressing room when children are getting changed.

			<p>Pupils reminded of appropriate behaviour in the changing room.</p> <p>No other adults are permitted in the changing room while the children are getting changed.</p> <p>Staff to supervise pupils during swimming lessons.</p>
16.	Break/lunch times	Bullying Accidents	<p>Pupils not allowed to use mobile phones during the school day.</p> <p>Supervising staff to be vigilant while on duty.</p> <p>Incidents to be reported in the First Aid book.</p> <p>Anti-bullying Policy and Code of Behaviour in place.</p>
17.	Online Service	The risk of harm (as defined in the Children First Act 2015) of a child by a member of staff through an online service	<p>Parents must be present during a lesson.</p> <p>A.U.P. in place.</p>
18.	Collection of pupils	Harm to pupils	<p>Prior to the enrolment of a child and on an annual basis thereafter parents/carers will be asked to supply the school with the names and contact details of any adult who may be collecting a pupil during the course of the year.</p> <p>Outside of normal dismissal times of the school, teachers will only release pupils to those nominated by the parent/carer or where advance notice of another adult collecting the pupil is given by the parent/carer. In the event that another person arrives to collect a child the school will endeavour to contact the parent/carer to get their permission. Under no circumstance will staff allow a child to leave the school with another person who does not have permission to collect them.</p> <p>At the normal dismissal time of Infants one of the persons nominated by the parent/carer must collect the pupil from the assigned collection point. The school must be notified in advance if someone other than the 'nominated' adult will be collecting a pupil.</p>
19	Record Keeping	Harm to pupil	<p>All school personnel are required to ensure that any sensitive records they are required to keep are maintained in a secure location in the school and are treated with the strictest of confidence.</p> <p>All such records form part of the school record keeping system and must be filed with the central school records at the end of the school year or in the event that the staff</p>

			<p>member is going on leave e.g. maternity leave, career break etc. or is leaving the school to take up employment elsewhere.</p> <p>All school personnel who record notes relating to child protection matters must give them to the DLP to be kept with other records pertaining to same.</p>
20	Trips/Tours	Harm to Pupil	<p>Policy on Trips/Tours Off School Grounds in place.</p> <p>Contact will be made with venues in advance to ensure that their personnel are vetted and work under the Child Protection Procedures.</p>

**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 (revised 2023)*

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 has been completed by the Board of Management on 25 September 2024. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed: *Maeve O’Rourke*

Chairperson, Board of Management

Date: 25 September 2024

Signed: *Anna Jennings*

Date: 25 September 2024

Principal/Secretary to the Board of Management