

## Child Safeguarding Statement and Risk Assessment

### Child Safeguarding Statement

Glenbrien NS 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 **Glenbrien NS** 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 **Fiona Cleere**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Róisín Doyle**
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.

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 DES 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 DES and available on the DES 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 above named DLP as the 'Relevant Person' (as defined in the Children First Act 2015) to be the first point of contact in respect of the school's 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, 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 attached as an appendix to these procedures
  - The various procedures referred to in this Statement can be accessed via the school's website, the DES website or will be made available on request by the school.
- 1 This statement has been published on the school's website and has been provided to all members of school personnel, all families in the school, 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. There is a copy on display in all classrooms, assembly areas and in the school office.

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 **15<sup>th</sup> December 2021**

This Child Safeguarding Statement was reviewed by the Board of Management on 15/12/2021

Signed: *Fr John Byrne*

Signed: *Fiona Cleere*

Chairperson of Board of Management

Principal/Secretary to the Board of Management

Date: 15/12/2021

Date: 15/12/2021

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Glenbrien NS

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 Glenbrien

#### 1. List of school activities:

A) Training of school personnel in Child Protection matters
B) One to one teaching
C) Care of Children with special needs
D) Interviewing a child
E) Curricular Provision in respect of SPHE, RSE, Stay safe.
F) LGBT Children/Pupils perceived to be LGBT
G) Daily arrival and dismissal of pupils
H) Sports Coaches
I) Students participating in work experience
J) Classroom teaching
K) Sporting Activities, including off site events
L) Before and After School Clubs
M) School outings and tours
N) Annual Sports Day
O) Fundraising events involving pupils
P) Use of off-site facilities for school activities
Q) School transport arrangements including use of bus escorts
R) Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
S) Administration of Medicine
T) Administration of First Aid
U) Prevention and dealing with bullying amongst pupils
V) Training of school personnel in child protection matters
W) Use of external personnel to supplement curriculum
X) 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> <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>
Y) Use of Information and Communication Technology by pupils in school
Z) Student teachers undertaking training placement in school
AA) Substitute teachers teaching in classrooms

BB)Use of video/photography/other media to record school events
CC)After school use of school premises by other organisations
DD)Open access to school during the school day by members of the public
EE)Online Teaching and Learning Activities

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

A)Harm not recognised or reported promptly
B)Harm by school personnel
C)Harm by school personnel
D)Harm by school personnel
E)Non-teaching of same
F)Bullying
G)Unknown adults on the playground
H)Harm to pupils
I)Harm by student
J)Harm by school personnel
K)Harm by school personnel Harm by adults transporting pupils
L)Harm by school personnel Harm by volunteer coaches
M)Harm by school personnel Harm by employees of tour venue
N)Harm by school personnel Harm by visitors
O)Harm by adults
P)Harm by school personnel Harm by other adults
Q)Harm by school personnel Harm by other adults
R)Harm by other pupils Harm by school personnel
S)Harm by school personnel
T)Non- Teaching of SPHE Anti-Bullying lessons Attendance issues
U)Non reporting of child protection concern Temporary staff
V)Harm by supplementary personnel
W) Harm not recognised or properly or promptly reported
X)Exposure to inappropriate material
Y)Harm by student teacher
Z)Harm by teacher Harm not recognised or properly or promptly reported
AA)Images being used for inappropriate purposes
BB)Accessing sensitive information
CC)Harm by persons from outside the school
DD) Harm by persons from outside the school
EE) Harm by unknown persons joining online classes and harm from viewing inappropriate material

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

<p>A)Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>DLP&amp; DDLP to attend PDST face to face training All Staff to view TUSLA training module &amp; any other online training offered by PDST</p> <p>BOM records all records of staff and board training</p>
<p>B)School has policy in place for one to one teaching</p> <p>Open doors Table between teacher and pupil Glass in window</p>
<p>C)Policy on Epilepsy</p>
<p>D)Interview conducted in room with door open</p>
<p>E)School implements SPHE, RSE, Stay Safe in full 2 Year SPHE Plan</p>
<p>F)Anti-Bullying Policy Code of Behaviour</p>
<p>G)Arrival and dismissal supervised by Teachers Regular reminders to Parents Designated areas for all classes</p>
<p>H)Garda Vetting Policy Teachers present for all sessions</p>
<p>I)Child Safeguarding Statement. Garda Vetting Policy</p>
<p>J)Code of Behaviour Classroom Rules</p>
<p>K)Supervision Policy Garda Vetting Policy Pupils transported by bus</p>
<p>L)Garda Vetting Policy Health and Safety Statement Supervision Policy Always Teacher supervised</p>
<p>M)School Tour Policy Garda Vetting Policy Adequate Adult Supervision Ratio to pupils</p>
<p>N)Structured activities (Timetable) Additional teacher supervision Peer leadership structure (mixed age groupings)</p>
<p>O)Each child must be accompanied by a parent/ guardian All activities are structured and teacher supervised</p>
<p>P)Adequate Adult Supervision Ratio to pupils Swimming Policy School Tours Policy Garda Vetting Policy</p>
<p>Q)Swimming Policy School Tours Policy</p>
<p>R)Code of Behaviour Health and Safety Statement Supervision Policy</p>
<p>S)Health and Safety Statement Administration of Medicines Policy Staff Trained in First Aid</p>
<p>T)Anti-Bullying Policy Code of Behaviour School implements SPHE, RSE, Stay Safe in full 2 Year SPHE Plan</p>

U)Regular Staff Meetings Classroom Child Safeguarding Folders Oversight report at BOM Meetings All staff provided with Child Safeguarding documents
V)All external personnel are supervised by teachers Garda Vetting Policy
W)Child Safeguarding Statement & DES procedures made available to all staff Staff to view Tusla training module & any other online training offered by PDST Garda Vetting Policy Supervision Policy
X)Acceptable Use Policy Code of Behaviour
Y)Student teacher is always supervised by classroom teacher Garda Vetting Policy Child Safeguarding Statement.
Z)Required documentation for Substitute teachers Child Safeguarding Statement.
AA)Photographs stored on school hard-drive School equipment used Regular communication with parents Official videographer/ photographer for priority events
BB)Group using specific room in school All classrooms and office securely locked Sensitive information stored securely in locked filing cabinets Agreement between outside group and BOM
CC)Front and back main doors have inside locking systems. Main front door has a bell for access.
EE) All online classes will be scheduled by the teacher and safety measures will be in place, requiring access codes. All online material will be previewed by the teacher before being shared and only secure sites and links will be used. Teachers will use the secure education platform Seesaw to communicate with pupils, to allocate, to correct and to monitor assignments.

**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.