

## **Child Safeguarding Statement and Risk Assessment St Michael's N.S. 2024**

### **Child Safeguarding Statement**

St Michael's N.S. is a primary/special/post-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 St Michael'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 (revised 2023)* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is **Niamh Murtagh**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Colette Toolan**
- 4 The Relevant Person is **Niamh Murtagh**
- 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](http://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](http://gov.ie) 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](http://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](http://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 was adopted by the Board of Management on 17/10/24.

This Child Safeguarding Statement was reviewed by the Board of Management on 17/10/24.

Signed: 

Chairperson of Board of Management

Signed: Deirdre Kelly

Principal/Secretary to the Board of Management

Date: 17/10/2024

Date: 17/10/24

## Child Safeguarding Risk Assessment 2024

Written Assessment of Risk of St Michael's N.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 (revised 2023)*, the following is the Written Risk Assessment of St Michael's N.S.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly Harm not recognised by school personnel	<p>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) available to all staff</p> <p>School personnel are required to adhere to the Child Protection Procedures for Primary and Secondary Schools (revised 2023) and all registered teaching staff are required to adhere to the Children First 2015 and its Addendum (2019)</p> <p>E-learning programme completed</p> <p>DLP/DDLP attended in service provided based on 2017 Children First national guidance for the protection and welfare of children</p> <p>All teaching staff have completed Túsla training module staff to revisit during teaching Stay Safe Term 2 2025</p> <p>Staff to complete Oide Stay Safe online updated training Term 1 2024.</p> <p>Staff encouraged to avail of relevant training</p> <p>DLP attends CPD</p> <p>Staff have reviewed procedures at the beginning of each school year</p> <p>BOM complete annual review</p> <p>In-school procedures</p> <p>Child Safeguarding Statement ratified by BOM and all school personnel given copy of Child Safeguarding Statement &amp; Risk Assessment</p>

Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Harm in the school by another child. Need for training of staff where applicable.	Health & Safety Policy Code Of Behaviour Anti-Bullying policy Training will be provided for staff.
Sports Coaches	Harm to pupils	Code of Ethics Garda vetting required by all coaches. Teacher supervision with coaches Supervision Policy Availability of first aid kit and completion of accident report form if necessary.
Students participating in work experience	Harm by student	Garda vetting required by all work experience students. Child Safeguarding Statement. Supervision Policy
Recreation breaks for pupils	Harm to pupils by another pupil Harm due to bullying of child Unknown persons arriving to the yard. Risk of pupil leaving yard.	Teacher supervision at all time. Supervision Policy Segregated play areas for classes Anti- Bullying policy, Code of behaviour policy, Yard policy Doorbell on front door. Remind pupils at assembly of yard rules. Availability of first aid kit and completion of accident report form if necessary.
Classroom teaching	Harm to pupils Harm not being reported properly and promptly by school personnel Harm in the school by a member of school personnel Harm due to bullying of child	All teachers are Garda vetted. All substitute teachers must produce statutory declarations and Garda vetting. Code of Behaviour Policy, Anti-bullying Policy Supervision Policy.
Outdoor teaching activities	Harm to pupils Harm due to inadequate supervision of pupils	Teacher supervision at all time. Working in pairs/groups Health and Safety Policy Anti- Bullying policy, Code of behaviour policy,

		BoM members encouraged to avail of relevant training
One to one teaching	Harm by school personnel	School has procedures in place for one-to-one teaching including EAL Additional classroom and staffroom is utilised for one-to-one teaching with door left ajar. SET room door remains open during one-to-one teaching and located next to Senior classroom Where possible small groups will be facilitated instead of one to one.
Toilet areas	Child being harmed in school by another child and another child or adult Harm due to inappropriate relationship/communications between child and another child or adult	Toilets available in all classrooms. Procedures in place regarding toilet. Remind pupils at assembly of toilet rules. Anti- Bullying policy, Code of behaviour policy, Supervision policy, RSE & SPHE programme.
Curricular Provision in respect of SPHE, RSE, Stay safe.	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full
Daily arrival and dismissal of pupils	Harm due to inadequate supervision of children in school Pick up by adults not listed on enrolment form. Children arriving before 9.10. Leaving during school day.	Dismissal is supervised by Teachers. Notes needed for children leaving school outside normal travel arrangements/times. E.g. playdates Arrival restricted to 9.10 – 9.20 Pupils go straight to classrooms. Remind pupils at assembly of need for a note. Front/Back door is locked at 9.30am/2.05pm and remains locked throughout the school day. Legal requirements due to court orders will be adhered to. Supervision Policy

		<p>All adults working with our school must be Garda vetted.</p> <p>All parents have signed a letter of consent regarding school outings at enrolment.</p> <p>Teachers of children requiring medication ensure this is available on the day e.g. inhalers</p> <p>Special dietary requirements are taken into consideration.</p> <p>Teacher supervision at all time.</p> <p>Activities are age appropriate.</p> <p>Health and safety Policy</p> <p>Anti- Bullying policy, Code of behaviour policy, Supervision policy, RSE &amp; SPHE programme.</p> <p>Teachers speak about safety rules before annual sports day. e.g. Bring drinks, clothing etc</p> <p>All adults working with our school must be Garda vetted.</p> <p>Availability of first aid kit and completion of accident report form if necessary.</p>
Annual Sports Day	<p>Harm to pupils</p> <p>Harm due to inadequate supervision of children</p> <p>Adult visitors</p>	
School transport arrangements including use of bus drivers	<p>Harm to pupils</p> <p>Harm due to bullying of child</p>	<p>Parents are made aware of their responsibility for their children's behaviour and safety when availing of school transport at the September information evening.</p> <p>Pupils are each given a copy of the code of behaviour by Bus Eireann (back of bus ticket).</p> <p>Bus drivers are Garda vetted.</p>
Administration of Medicine	<p>Harm to pupils</p> <p>Harm to children with medical vulnerabilities</p>	<p>Administration of Medication policy &amp; procedures.</p> <p>Enrolment form</p>
Administration of First Aid	<p>Harm to pupils</p> <p>Harm to teachers</p>	<p>Teachers have attended first aid course.</p> <p>First Aid kit is well supplied in the staff room.</p> <p>Yard policy</p> <p>Enrolment form</p>

		<p>Supervision policy, RSE &amp; SPHE programme.          Teachers speak about safety rules before outdoor teaching activities.          Availability of first aid kit and completion of accident report form if necessary.</p>
<p>Sporting Activities</p>	<p>Harm to pupils          Harm in the school by volunteer/visitor          Unknown people</p>	<p>Teacher supervision at all time.          Health and safety Policy          Anti- Bullying policy, Code of behaviour policy,          Supervision policy, RSE &amp; SPHE programme.          Teachers speak about safety rules before sporting activities.          Pupils do not go to the toilet individually.          All adults working with our school teams must be Garda vetted.          Availability of first aid kit and completion of accident report form if necessary.</p>
<p>School outings</p>	<p>Harm to pupils          Unknown people          Harm by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities.</p>	<p>Teacher ensures appropriate pupil/teacher ratio for supervision.          Availability of first aid kit and completion of accident report form if necessary.          Bus drivers are garda vetted          Teachers bring a classroom contact list.          Teachers ensure that venue has proper supervision procedures in place.          Health and safety Policy          Anti- Bullying policy, Code of behaviour policy,          Supervision policy, RSE &amp; SPHE programme.          Teachers speak about safety rules before school outings.          Pupils do not go to the toilet individually.          No child allowed mobile phone – Mobile phone policy</p>



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.

		Child Safeguarding Statement & The Child Protection Procedures for Primary and Post Primary Schools (revised 2023) made available to all student teachers
Use of media	Harm to pupils	Parental consent on enrolment form Secure Dropbox for storage AUP Mobile phone policy School Photographers garda vetted No names on school blog
After school use of school premises by other organisations	Harm to pupils	No children present as only PA/BOM meetings
Provision of Hot Meals/School Lunches	Harm to pupils	Provider Fresh Today have provided health and safety compliance, Garda vetting complete, meals are delivered to classrooms and teachers distribute.

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

	<p>social media, phones and other devices while at school</p> <p>Harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or any other manner</p>	<p>Teacher supervision of ICT use</p> <p>Mobile phone policy</p> <p>Supervision policy</p> <p>NCTE filtering</p> <p>Stay Safe/ Webwise</p> <p>School complies with the agreed disciplinary procedures for teaching staff</p>
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> <li>• Teachers</li> <li>• SNA's</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> </ul> <ul style="list-style-type: none"> <li>• External Tutors/Guest Speakers</li> <li>• Volunteers/Parents in school activities</li> </ul> <ul style="list-style-type: none"> <li>• Visitors/contractors present in school during school hours</li> <li>• Visitors/contractors present in school after school hours</li> </ul>	<p>Harm not recognised or properly or promptly reported</p>	<p>We adhere to the requirements of the National Vetting Bureau and relevant recruitment circulars published by D.E</p> <p>Child Safeguarding Statement &amp; The Child Protection Procedures for Primary and Post Primary Schools (revised 2023) made available to all staff.</p> <p>DLP/DDLP attended training</p> <p>Vetting Procedures for recruitment of school personnel</p> <p>Supervision Policy</p> <p>Teachers will always be present when parents/volunteers are engaging in school-based activities</p> <p>Architects will be responsible for ensuring that contractors have insurance and health and safety procedures in place</p>

<p>Student teachers undertaking training placement in school</p>	<p>Harm to pupils</p>	<p>Teacher supervision when teaching children</p> <p>Garda vetted</p>
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Prevention and dealing with bullying amongst pupils	Harm to pupils due to bullying Harm due to children inappropriately accessing/using computers/laptops/chromebooks while at school	Completion of accident report form if necessary. Parents are asked to let school know if children have allergies e.g. to plasters
Use of external personnel to supplement curriculum	Harm to pupils	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> Anti- Bullying policy, Code of behaviour policy, Supervision policy, RSE & SPHE programme. Health and safety Policy Reports to BOM at each meeting Teacher supervision at all time. Health and safety Policy, Anti- Bullying policy, Code of behaviour policy, Supervision policy, RSE & SPHE programme.
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 or 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> <li>• Children with medical needs</li> </ul>	Harm to pupils	Anti-Bullying Policy Code of Behaviour Supervision policy, RSE & SPHE programme. Health and safety Policy Contact with key social workers Enrolment policy
Use of Information and Communication Technology by pupils in school Online Safety	Harm to pupils Harm due to children inappropriately accessing/using chrome-books, laptops,	ICT policy Acceptable Use policy Anti-Bullying Policy Code of Behaviour