

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

Child Safeguarding Statement

The Monastery School is a primary school providing primary education to pupils from Second 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 The Monastery School 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 Mary Donovan_(Principal)_
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Cairiona Farrell_(Deputy Principal)_
- 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 __08.03/2018__

This Child Safeguarding Statement was reviewed by the Board of Management on 7th April 2022

Signed: 

Chairperson of Board of Management

Signed: 

Principal/Secretary to the Board of Management

Date: 07/04/2022

Date: 07/04/2022

Child Safeguarding Risk Assessment

Written Assessment of Risk of The Monastery School 17276M

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 The Monastery School.

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 -
<p>Daily arrival and Dismissal of Pupils</p> <p>The arrivals and departures of pupils/visitor access and signing out procedures have been amended during the 2020-2021 year to facilitate Covid - 19 protocols as outlined in The Monastery School Logistics Plan.</p> <p>Breaktimes Sos and Lón</p> <p>Use of toilets</p>	<p>Risk of child being harmed</p> <p>Risk of child being harmed inappropriate behaviour.</p> <p>Risk of harm due to bullying.</p>	<p>The school has a supervision procedures in place to ensure appropriate supervision of pupils during arrival, dismissal and breaks .</p> <p>The school grounds are accessed through two main gates which are monitored by CCTV. High fencing in play areas protect children from interacting with visiting adults.</p> <p>A procedure is in place, (with relevant signage in reception area), where all visitors must be admitted by personnel in charge.</p> <p>Where pupils are collected early, a parent must notify the office via the Aladdin App/ phone call and the office records the pupil leaving on Aladdin.</p> <p>The school has in place a mobile phone policy in respect of the usage of mobile phones by pupils. The school has a yard/playground supervision procedures in place to ensure appropriate supervision of pupils during breaks and in respect of specific areas such as toilets.</p>

School Outings**	<p>Risk of child being harmed by a member of school personnel, a member of staff of another organisation or another person while a child is participating in out of school activities.</p> <p>Risk of harm due to inadequate supervision of children while attending out of school activities.</p>	<p>The school has in place an Anti-Bullying and Mobile phone policy in respect of the usage of mobile phones .</p> <p>The school has in place a mobile phone policy in respect of the usage of mobile phones by pupils.</p> <p>The school has in place a School Tour Policy. Staff follow safety procedures in respect of pupil safety and supervision on school outings</p> <p>Adequate numbers of staff while attending out of school activities. (snas/ extra teachers)</p>
Sporting Activities **	Risk of child being harmed by a member of school personnel or in a coaching situation.	<p>The teacher remains present with their class when a visiting coach/mentor is conducting a lesson. School will require that coaches comply with the requirements of the DES with regard to Garda Vetting.</p>
School Completion Programme activities	Risk of child being harmed	<p>The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting.</p> <p>SCP. Personnel are provided with a copy of the School's Child Safeguarding Statement.</p> <p>SCP staff have completed Tusla e- learning on C.P.</p>
Annual Sports Day	Risk of child being harmed/injured.	The school has a field/yard/playground

Field Events , matches **.	<p>Inappropriate behaviour.</p> <p>Risk of harm due to bullying.</p> <p>Risk of harm due to inadequate supervision.</p> <p>Risk of child being harmed by a member of the public ie spectators, parents etc</p> <p>Risk of child being exposed to verbal abuse.</p>	<p>supervision procedures in place to ensure appropriate supervision and management of the Sports Day activities and equipment.</p> <p>Appropriate supervision of players before , during and after games.</p> <p>Appropriate supervision of spectating pupils.</p> <p>Appropriate supervision of pupils during assembly, dismissal and breaks and in respect of specific areas such as toilets .</p> <p>The school has in place a policy and procedures for the administration of first aid</p>
<p>Fundraising Events involving Pupils ie. The Soccer Marathon</p> <p>Use of off-site facilities for school activities.</p>	<p>Risk of child being harmed.</p> <p>Risk of child being harmed by a member of school personnel, a member of staff of another organisation or another person while a child is participating in out of school activities.</p> <p>Risk of harm due to inadequate supervision.</p>	<p>The school has a yard/pitch supervision procedures in place to ensure appropriate supervision of pupils .</p> <p>Health and Safety Policy</p>
<p>School transport arrangements for school tours or matches. **</p>	<p>Risk of child being harmed.</p>	<p>The school has supervision procedures in place to ensure appropriate supervision of pupils.</p> <p>Curricular provision through SPHE.</p> <p>The school has supervision procedures in place to ensure appropriate supervision of pupils. The school has procedures in place in respect of</p>

Homework Club/SCP **	Risk of child being harmed	<p>school outings.</p> <p>The school has supervision procedures in place to ensure appropriate supervision of pupils.</p> <p>The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting</p> <p>The school has in place a Code of Behaviour policy.</p> <p>The school has security measures in place e.g. buzzer, gates closed and cameras.</p> <p>The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</p> <p>The school has an open door practise.</p> <p>The school has in place procedures for one-to-one teaching activities. The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting</p>
Boys on errands around the school eg. Litter Wardens/ Zambia, Gym Store Monitors .	Risk of child being harmed	
Classroom Teaching	Risk of child being harmed	
One-one teaching	Risk of child being harmed	
One- to- one counselling/support activities/ School Completion Programme,/Family Liaison Teacher, / NEPS psychologist, Tusla Social Worker.	Risk of child being harmed	<p>The practise of an open door in the counselling area.</p> <p>The school adheres to the requirements of the Garda vetting legislation and the relevant DES</p>

Care of children with special educational needs, including intimate care where needed.	Risk of child being harmed	<p>circulars in relation to recruitment and Garda vetting.</p> <p>The school has an intimate care procedure in respect of students who require such care.</p> <p>The school has a SEN policy.</p> <p>Two members of staff must attend intimate care needs at all times.</p>
Management of challenging behaviour amongst pupils.	Risk of child being harmed	<p>The school has in place a Code of Behaviour for pupils. Staff will receive cpd during 2022.</p>
Administration of medicine.	Risk of child being harmed	<p>School has procedures in place for administration of emergency medication to relevant pupils where required.</p> <p>The school has in place a policy for the administration of medication to pupils.</p>
Administration of First Aid	Risk of Child being harmed.	<p>The school has in place procedures for the administration of first aid.</p> <p>Staff are trained in the use of AED.</p>
Curricular Provision in respect of SPHE, RSE, Stay Safe	Non-Teaching of same	<p>The school implements in full the Stay Safe Programme.</p> <p>The school implements in full the SPHE Curriculum.</p> <p>The School has a Health and Safety Policy.</p>
Prevention and dealing with bullying amongst pupils.	Risk of harm due to inappropriate communications between child and another child or adult.	<p>The school has an anti-bullying policy which complies with the DES "Anti-Bullying Procedures for Primary and Post-Primary Schools.</p>

<p>Training of School Personnel in Child Protection Matters</p>	<p>Harm not being recognised or reported properly.</p>	<p>All school staff have completed the Tusla e-learning programme on Child Protection. The school provides each staff member with a copy of the schools child Safeguarding Statement. Maintains records of all staff training. DLP AND Deputy DLP to attend PDST face-face training. All staff will renew the PDST e-learning module annually. The school has codes of conduct for all school personnel teaching and non-teaching staff.</p>
<p>Care of Pupils with specific vulnerabilities- Pupils from ethnic minorities/migrants, traveller children, LGBT children, pupils perceived to be LGBT, pupils of minority religious faiths, children in care, Children on CPNS</p>	<p>Risk of child being harmed Risk of harm due to inappropriate communications between child and another child or adult. Risk of harm to children who have particular vulnerabilities.</p>	<p>The school has an anti-bullying policy which complies with the DES "Anti-Bullying Procedures for Primary and Post-Primary Schools. The school implements in full the Stay Safe Programme. The school implements in full the SPHE Curriculum. The school implements in full the Children First Guidelines.</p>
<p>Recruitment of school personnel including Teachers, SNAs, Caretaker, Secretary, Cleaner,.Sports, coaches, external tutors, guest speakers,</p>	<p>Risk of child being harmed Risk of harm due to inappropriate communications between child and another child or adult.</p>	<p>The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting.</p>

Use of external personnel to supplement curriculum.	Risk of child being harmed. Risk of harm due to inappropriate communications between child and another child or adult.	The school has supervision procedures in place to ensure appropriate supervision of pupils. Teacher remains present with pupils at all times.
Use of external personnel to support sports and other extra-curricular activities.	Risk of child being harmed.	The school has supervision procedures in place to ensure appropriate supervision of pupils. Teacher remains present with pupils at all times. The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting.
Volunteers/parents in school activities.	Risk of child being harmed.	The school has supervision procedures in place to ensure appropriate supervision of pupils. Teacher remains present with pupils at all times.
Visitors/contractors present in school during school hours.	Risk of child being harmed.	Procedures in place to ensure restricted access to school for visitors/contractors.
Participation by pupils in religious ceremonies/religious instruction external to the school.	Risk of child being harmed by a member of school personnel, a member of staff or another organisation or another person while	The school has supervision procedures in place to ensure appropriate supervision of pupils The school adheres to the requirements of the

Student teachers undertaking training placement in the school.	a child is participating in out of school activities	Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting. The school has supervision procedures in place to ensure appropriate supervision of pupils. Teacher remains present with pupils at all times. The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting.
Afterschool use of premises by other organisations- St Annes.	Risk of child being harmed by a member of school personnel, a member of staff of another organisation or another person while a child is participating in after school activities	The school has supervision procedures in place to ensure appropriate supervision of pupils. The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting.
Delivery Personnel	Risk of child being harmed.	Procedures in place to ensure restricted access to school for delivery personnel. Cameras are in operation..
Use of video /photography/other media to record school events. Sharing of photos on social media.	Risk of harm .	Consent is sought from parents for photography on enrolment. Acceptance of AUP will be sought annually from parents At the start of school events parents will be reminded not to share/publish photos of other peoples'children on social media..
Application of sanctions under the School's Code of Behaviour including Detention of pupils, confiscation of	Risk of harm due to inadequate code of behaviour.	The school has in place a code of behaviour for pupils.

phones. Students work experience in the school- TV s / French Student .	Risk of harm.	Health and Safety Policy. The school will require TV students /French students on work experience to fulfil the requirements of the DES Circular in relation to recruitment and Vetting.
Online Teaching and Learning Use of tablet,i-pads, devices in the classroom and in the course of a school day. (Mobile phone use is not permitted)	Risk of harm due to inappropriate use of online remote teaching and learning communication platform. Risk of harm associated with misuse , abuse of devices and the various associated technologies.	The School has an Acceptable Use Policy in place to include provision for online teaching and learning remotely. SPHE programme ie Webwise/Stay Safe. The school has an Acceptable Use Policy in place covering the use of tablets and devices in the classroom and during the school day as outlined in Circular 0038/2018. The school has a Mobile Phone Policy.

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.