

Child Safeguarding Statement and Risk Assessment Template

Child Safeguarding Statement

The Monastery School is a primary school providing primary education to pupils from Second Class 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 **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 (revised (2023))* as part of this overall Child Safeguarding Statement

1. The Designated Liaison Person (DLP) is Ms. Caitriona Farrell

2 The Deputy Designated Liaison Person (Deputy DLP) is Mrs. Sharon Moore

3 The Relevant Person is Ms. Caitriona Farrell
(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.)

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 (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.

Child Safeguarding Risk Assessment - The Monastery School

Written Assessment of Risk of THE MONASTERY SCHOOL

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].

LIST OF SCHOOL ACTIVITIES	THE SCHOOL HAS IDENTIFIED THE FOLLOWING RISK OF HARM IN RESPECT OF ITS ACTIVITIES –	THE SCHOOL HAS THE FOLLOWING PROCEDURES IN PLACE TO ADDRESS THE RISKS OF HARM IDENTIFIED IN THIS ASSESSMENT
Daily arrival and Dismissal of Pupils	Risk of child being harmed by another child, member of the public, a member of school personnel	The school has supervision procedures in place to ensure appropriate supervision of pupils during arrival and dismissal . The school grounds are accessed through two main gates which are monitored by CCTV. A procedure is in place where all visitors must be admitted by personnel in charge. Where pupils are collected early, a parent must sign them out at the office. The school has in place a mobile phone policy in respect of the usage of mobile phones by pupils.
Breaktimes Sos and Lón Use of toilets	Risk of child being harmed by another child Risk of harm due to bullying, racism. etc	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. The school has in place an Anti-Bullying / Bí Cineálta and Mobile phone policy in respect of the usage of mobile phones . The school has in place a policy and procedures for the administration of first aid.

School Outings	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. Risk of harm due to inadequate supervision of children while attending out of school activities.	The school has in place a mobile phone policy in respect of the usage of mobile phones by pupils. The school has in place a School Tour Policy. Staff follow safety procedures in respect of pupil safety and supervision on school outings Adequate numbers of staff while attending out of school activities. (snas/ extra teachers)
Sporting Activities	Risk of child being harmed by a member of school personnel or in a coaching situation.	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.
DEIS Literacy and Numeracy Camp	Risk of child being harmed by a member of school personnel, a member of staff of another organisation, another person or another child while a child is participating in camp activities	The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting. Camp staff and DLP remain present and will supervise the children at all times. Camp staff are familiar with relevant school policies. <ul style="list-style-type: none"> ● Health and Safety ● Anti-Bullying ● First Aid ● Child Protection / Bí Cineálta ● Code of Behaviour ● Critical Incidence
School Completion Programme activities	Risk of child being harmed a member of school personnel or another child	The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting. SCP. Personnel are provided with a copy of the School's Child Safeguarding Statement.

		SCP staff have completed Tusla e-learning on Child Protection.
Annual Sports Day	Risk of child being harmed by another child or a member of school personnel Risk of harm due to bullying. Risk of harm due to inadequate supervision.	The school has a yard/playground supervision procedures in place to ensure appropriate supervision of pupils during assembly, dismissal and breaks and in respect of specific areas such as toilets. The school has in place a policy and procedures for the administration of first aid
Fundraising Events involving Pupils	Risk of child being harmed by another child, a parent or school personnel	The school has a GP Hall/yard/pitch supervision procedures in place to ensure appropriate supervision of pupils. Health and Safety Policy
Use of off-site facilities for school activities e.g. school show in St. Anne's Hall, tennis in Rosanna Tennis Club, Swimming in Sean Treacy Swimming Pool	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 Risk of harm due to inadequate supervision.	The school has supervision procedures in place to ensure appropriate supervision of pupils The school implements in full the Stay Safe Programme The school has in place an Anti-Bully / Bí Cineálta Policy and a Code of Behaviour
School transport arrangements eg. for pupils, school tours, matches...	Risk of child being harmed by a member of school personnel, by another child or by a member of the public or another organisation	The school has supervision procedures in place to ensure appropriate supervision of pupils The school has procedures in place in respect of school outings.
Homework Club	Risk of child being harmed	The school implements in full the Stay Safe Programme 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
Boys on errands around the school eg. Litter Wardens, Gym Store Monitors. etc	Risk of child being harmed by another child, school personnel or a visitor to the school	The school has in place a Code of Behaviour policy. The school has security measures in place e.g. buzzer, gates closed and cameras. The school has an anti-bullying policy in place
Classroom Teaching	Risk of child being harmed another child or a member of school personnel	The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. The school has in place the Code of Behaviour and an Anti-Bullying / Bí Cineálta Policy The school complies with the agreed disciplinary procedures for teaching staff.
One-one teaching by Special Education Teachers	Risk of child being harmed by a member of school personnel	The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting The school complies with the agreed disciplinary procedures for teaching staff.
One- to- one counselling (Counselling in Schools Programme)	Risk of child being harmed by a member of school personnel or a staff member of another organisation	The school adheres to the requirements of the Garda vetting legislation and the relevant DES circulars in relation to recruitment and Garda vetting The school complies with the agreed disciplinary procedures for teaching staff.
Outdoor teaching activities	Risk of child being harmed by a member of school personnel, another child, by a volunteer or visitor to the school	The school adheres to the requirements of the Garda Vetting legislation and relevant DE circulars in relation to recruitment and vetting The school has a code of conduct for school personnel The school has in place a code of behaviour for pupils

Care of children with special educational needs, including intimate care where needed.	Risk of child being harmed	The school has an intimate care procedure in respect of students who require such care. The school has a SEN policy. Two members of staff must attend intimate care needs at all times.
Management of challenging behaviour amongst pupils.	Risk of child being harmed a member of school personnel	The school has plans and procedures for such incidents. The school has in place a Code of Behaviour for pupils. The school complies with the agreed disciplinary procedures for teaching staff.
Administration of medicine.	Risk of child being harmed by a member of school personnel	School has procedures in place for administration of 'EpiPen' to relevant pupils where required. The school has in place a policy for the administration of medication to pupils.
Administration of First Aid	Risk of child being harmed by a member of school personnel	The school has in place procedures for the administration of first aid. Staff are trained in the use of AED.
Curricular Provision in respect of SPHE, RSE, Stay Safe	Non-Teaching of same	The school implements in full the Stay Safe Programme. The school implements in full the SPHE Curriculum
Prevention and dealing with bullying amongst pupils.	Risk of harm due to bullying	The school has an anti-bullying policy which complies with the DES "Anti-Bullying Procedures for Primary and Post-Primary Schools /Bí Cineálta Procedures. The school has in place a Code of Behaviour
Training of School Personnel in Child Protection Matters	Risk of harm not being recognised or reported properly or promptly	All school staff have completed the Tusla e-learning programme on Child Protection. The school provides each staff member with a copy of the school's child Safeguarding Statement. The school maintains records of all staff training. DLP AND Deputy DLP attended available child protection training.

			The school complies with the agreed disciplinary procedures for teaching staff and non-teaching staff
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 and children in care	Risk of child being harmed Risk of harm by another child, a member of the school personnel		The school has an anti-bullying policy which complies with the DES "Anti-Bullying Procedures for Primary and Post-Primary Schools / Bí Cineálta Procedures The school implements in full the Stay Safe Programme. The school implements in full the SPHE Curriculum. The school has in place a Code of Behaviour The school complies with the agreed disciplinary procedures for teaching staff
Recruitment of school personnel including Teachers, SNAs, Caretaker, Secretary, Cleaners. Sports coaches, external tutors, guest speakers,	Risk of child being harmed by a member of school personnel, volunteers and visitors		The school adheres to the requirements of the 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.
Use of external personnel to supplement curriculum.	Risk of child being harmed by a visitor or volunteer		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 by a visitor or volunteer		The school has supervision procedures in place to ensure appropriate supervision of pupils. Teacher remains present with pupils at all times.
Volunteers/parents in school activities.	Risk of child being harmed by volunteers/parents		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.

<p>Participation by pupils in religious ceremonies/religious instruction external to the school.</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>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. The school implements the full Stay Safe Programme</p>
<p>Student teachers undertaking training placement in the school.</p>	<p>Risk of child being harmed.</p>	<p>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 teacher training colleges.</p>
<p>Afterschool use of premises by other organisations- St Anne's.</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 after school activities</p>	<p>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.</p>
<p>Delivery Personnel</p>	<p>Risk of child being harmed.</p>	<p>Procedures in place to ensure restricted access to school for delivery personnel. Cameras are in operation..</p>
<p>Use of ICT by pupils in the school</p>	<p>Risk of harm due to pupils accessing/circulating inappropriate material via digital devices/emails. Risk of harm due to bullying</p>	<p>The School has in place an AUP Policy in respect of usage by pupils. The school has in place a Mobile Phone Policy . Broadband Filtering System in place The school has a Code of Behaviour and Anti-Bullying / BÍ Cineálta Policy in Place.</p>
<p>School Social Media e.g. Facebook</p>	<p>Risk of harm due to bullying of child Risk of harm due to racism Risk of harm caused by member of school personnel/member of the public</p>	<p>The school implements in full the Stay Safe Programme The school has an Anti-Bullying / BÍ Cineálta Policy which fully adheres to the requirements of the Department's</p>

	accessing/circulating inappropriate material.	<i>Anti-Bullying Procedures for Primary and Post Primary Schools / Bí Cineálta Procedures</i> The school complies with the agreed disciplinary procedures for teaching staff The school has an Acceptable Use Policy in place
Online teaching and learning remotely	Risk of harm due to inappropriate use of online remote teaching and learning communication platforms Risk of harm due to bullying of child	The School has an Anti-Bullying / Bí Cineálta Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools / Bí Cineálta Procedures</i> The School has An Acceptable Use Policy in place
Use of video /photography/other media to record school events.	Risk of child being harmed due to inappropriate use of video/photographs ..etc	Consent is sought from parents for photography on enrolment. The school complies with the agreed disciplinary procedures for teaching staff
Application of sanctions under the School's Code of Behaviour including Detention of pupils, confiscation of phones.	Risk of harm due to inadequate code of behaviour.	The school has in place a code of behaviour for pupils. Health and Safety Policy.
Students work experience in the school- TY s / French Student	Risk of child being harmed by another child/teenager	The school will require students on work experience to fulfil the requirements of the DES Circular in relation to recruitment and Vetting.

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 no 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.