Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Ardfinnan N.S. 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 Ardfinnan N.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 2017 as part of this overall Child Safeguarding Statement

2 The Designated Liaison Person (DLP) is **Bríd Quinlivan**

3 The Deputy Designated Liaison Person (Deputy DLP) is **Maeve Geoghegan**

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 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 14/12/22 [date].

This Child Safeguarding Statement was reviewed by the Board of Management on 15/12/21 [most recent review date].

Signed: Tony Kelly
Chairperson of Board of Management

Signed: B Quinn
Principal/Secretary to the Board of Management

Date: 14/12/22

Date: 14/12/22

Ardfinnan N.S. 2022/2023

Child Safeguarding Risk Assessment

Written Assessment of Risk of Ardfinnan 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 2017*, the following is the Written Risk Assessment of Ardfinnan 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 -**
1.Training of school personnel in Child Protection matters.	Harm not recognised by school personnel or reported promptly and properly.	Child Safeguarding Statement & DES Child Protection Procedures for Primary and Post-Primary Schools 2017 made available to all school personnel. DLP & DDLP to attend PDST face to face training. (April 27th, 2018) School personnel are required to adhere to the DES Child Protection Procedures for Primary and Post-Primary Schools 2017 and all registered teaching staff are required to adhere to the Children First Act 2015. Staff viewed Túsla training module and completed assessment. Túsla Certificates to be given to DLP and filed. Online training offered by PDST also engaged with. DLP and DDLP completed PDST module specific to them. Board of Management members encouraged to avail of relevant training. BOM records all records of staff and board training.
2.One to one teaching	Harm by school personnel	Child Safeguarding Statement & DES Child Protection Procedures for Primary and Post-Primary Schools 2017 made available to all school personnel. School personnel are required to adhere to the DES Child Protection

		Procedures for Primary and Post-Primary Schools 2017 and all registered teaching staff are required to adhere to the Children First Act 2015. School has procedures in place for one to one teaching: Glass in windows of doors; Open doors if teachers have to communicate with pupils on 1 to 1 basis while in room with non-transparent glass in door. Parents/Guardians are informed and written consent is given by them if their child/children are to be withdrawn from class on a regular basis for learning support, etc. Parents/Guardians of pupils going for Resource teaching, movement breaks, etc. will be made aware of the organisational aspects when Individual Support plans are being formulated…which will be signed by them.
3.Care of Children with special needs, including intimate care needs	Harm by school personnel Harm by another child. Inappropriate behaviour.	S.N.A. Policy. Code of Behaviour. Anti-Bullying Policy. Child Safeguarding Statement. Supervision Policy. Children who need assistance to use the toilet during the school day are accompanied/assisted by 2 adults. Adults are not permitted to go into a toilet with a child alone
4.Toilet usage.	Inappropriate behaviour. Harm by another child. Harm by school personnel.	Code of Behaviour. Anti-Bullying Policy. Supervision policy. Pupils who use the 'hallway' toilets are only permitted to do so individually during class time. Pupils who need to use the toilets during yard time must go there with an accompanying child, who must wait outside. Permission must be sought from teacher on yard duty and child must let teacher know when they return to yard. Adults are not permitted to go into a toilet with a child alone. S.N.A. Policy.

5.Curricular Provision in respect of SPHE, RSE, Stay Safe.	Non-teaching of same… leading to increased vulnerability and poor/inconsistent skills development.	School implements SPHE, RSE, Stay Safe in full. Special Education Teachers supplement and consolidate with individual pupils as appropriate to their needs.
6. Use of Information and Communication Technology by pupils in school, including use of mobile phones.	Harm by another child.(Bullying.) Harm by unknown person. Harm due to inappropriately accessing/using computers and other devices while at school.	ICT/ Acceptable Usage Policy Anti-Bullying Policy Code of Behaviour Pupils 3rd to 6th will engage with the FUSE Anti-Bullying and Online Safety Programme at their class level annually.
7. Daily arrival and dismissal of pupils, including late drop off, early collection, late pick up and attendance.	Harm from other pupils. Harm from known and/or unknown adults on the playground or in the building. Poor educational progress. Neglect.	Arrival and dismissal supervised by Teachers in accordance with Supervision Policy. Attendance policy. Code of Behaviour Protocols for signing in/out pupils during class time. Protocols for collecting pupils from the yard during breaks.
8.Managing of challenging behaviour amongst pupils, including having to use contact-intervention as last resort.	Harm to pupils and/or to staff. Risk of harm to SEN pupils who have particular vulnerabilities.	Special Education Policy Code Of Behaviour Health & Safety Policy S.N.A. Policy. Protocols for dealing with escalations of challenging behaviour and meltdowns. Non-contact interventions are the norm and contact will only be made if a stage is reached where there is clearly a serious risk of injury to the pupil, other pupils or to school personnel or other adults. This contact will be the minimum necessary.
9. School events and fundraisers involving pupils…including those involving joint activities with other school(s). (e.g. Carol singing, Peace Proms, National Childrens' Choir, Christmas Concerts, Fundays, Confirmation, etc. practices)	Inappropriate behaviour. Harm by another child. Harm by school personnel. Harm from an unknown person. Harm from a volunteer. Risk of harm to SEN pupils who have particular	Supervision policy. Code of behaviour. Anti-Bullying Policy S.N.A. Policy.

	vulnerabilities.	
10.Students participating in work experience and volunteers assisting in school.	Harm by student or volunteer. Inappropriate behaviour. Risk of inappropriate relationship/communications between child and another adult/child.	Child Safeguarding Statement. The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars with regard to Garda Vetting and work experience/placements and volunteers. Code of Behaviour.
11. Student teachers undertaking training placement in school	Harm by student teacher. Harm not recognised or reported promptly and properly. Inappropriate behaviour.	Child Safeguarding Statement. The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars with regard to Garda Vetting and work experience/placements. Supervision policy.
12.Classroom teaching	Harm by member of school personnel. Harm by another pupil. Risk of harm not being recognised and reported properly and promptly.	Child Safeguarding Statement & DES Child Protection Procedures for Primary and Post-Primary Schools 2017 made available to all school personnel. School teaching staff are required to adhere to the DES Child Protection Procedures for Primary and Post-Primary Schools 2017 and all registered teaching staff are required to adhere to the Children First Act 2015. Supervision policy. I.C.T./Acceptable usage policies. Code of behaviour. Anti-bullying policy. School Ethos and Mission Statement- compliance to it's vision through teaching methods, conscientious following of procedures and policies. The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars with regard to Garda Vetting and recruitment.

13. Playtime breaks for pupils	Harm by member of school personnel. Harm by another pupil, including bullying. Harm by a visiting contractor. Harm by person known or unknown. Risk of harm to SEN pupils who have particular vulnerabilities.	Supervision policy. Designated areas per class groups, no movement between zones, no communication/interaction with persons outside of playground, no leaving yard unless permitted and supervised by a staff member. SEN pupils supervised by S.N.A.s also. Code of behaviour. Anti-bullying policy. Policy on visiting contractors. Child Safeguarding Statement. Accident/Injury Policy. (Yard Supervision Staff trained and certified.) Special Education Policy.
14,Outdoor teaching activities by school personnel.	Harm due to inadequate supervision…. Risk of harm due to bullying Harm by person known or unknown. Harm by member of school personnel. Harm by another pupil. Harm by a visiting contractor. Risk of harm to SEN pupils who have particular vulnerabilities.	Supervision policy. Child Safeguarding Statement Policy on visiting contractors. Code of behaviour. Anti-bullying policy. Special Education Policy. S.N.A Policy.
15. Use of off-site facilities or areas (indoors or outdoors) for school activities	Harm due to inadequate supervision…. Harm by person known or unknown. Harm by member of school personnel. Harm by another pupil. Risk of harm to SEN pupils who have particular vulnerabilities. Risk of harm due to bullying. Risk of inappropriate relationship/communications between child and another adult/child.	Supervision policy. Child Safeguarding Statement Code of behaviour. Anti-bullying policy. Special Education Policy. S.N.A Policy.

16. Participation/involvement of pupils in off-site/ external events to the school during schooltime.	Risk of harm by person known or unknown.	The pupils must be collected and returned to the school observing sign out/in protocols. Notification by note should be given in advance.
17.School outings.	Harm due to inadequate supervision.... Risk of harm due to bullying Harm by person known or unknown. Harm by member of school personnel. Harm by another pupil. Risk of harm to SEN pupils who have particular vulnerabilities. Harm by member of school personnel	Code of behaviour. Anti-bullying policy Supervision policy Tours/Excursions policy. Accident/Injury Policy. Health and Safety Policy, including Administration of Medication. ICT/ Acceptable Usage Policy Policy on Swimming.
18. Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Harm due to inadequate supervision. Harm due to member of Staff accessing/circulating inappropriate material via digital device, etc.	Parent-Teacher Communication Policy. Supervision policy. Protocols for one to one situations such as might occur in Detention implementation. Code of behaviour
19. Sporting Activities	Harm due to inadequate supervision...in changing and other areas. Harm by member of school personnel. Harm by another pupil. Bullying. Risk of harm to SEN pupils who have particular vulnerabilities.	Supervision policy. Code of behaviour. Anti-bullying policy Tours/Excursions policy. Accident/Injury Policy. Health and Safety Policy, including Administration of Medication. ICT/ Acceptable Usage Policy Swimming Policy.
20.Annual Sports Day	Harm by member of school personnel. Harm by another pupil. Harm due to inadequate supervision. Risk of harm to SEN pupils who have particular vulnerabilities.	Code of behaviour. Anti-bullying policy Supervision policy First aid Policy. Health and Safety Policy, including Administration of Medication. ICT/ Acceptable Usage Policy

		S.N.A. Policy. Protocols specific to the day.
21. Use of external personnel to support sports and other extra-curricular activities.	Risk of harm by external personnel. Harm due to inadequate supervision. Risk of harm to SEN pupils who have particular vulnerabilities. Harm by another pupil. Bullying. Risk of inappropriate relationship/communications between child and another adult/child.	Supervision policy. The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars with regard to Garda Vetting for external personnel coming into the school to support extra-curricular activities. S.N.A. Policy. Code of Behaviour.
22. Use of video/photography/other media to record school events	Risk of harm by member of school personnel taking and/or communicating/circulating inappropriate material digitally. Risk of harm by pupil taking and/or communicating/circulating inappropriate material digitally. Risk of harm by persons known or unknown taking and/or communicating/circulating inappropriate material digitally.	ICT/ Acceptable Usage Policy. Supervision policy. Code of Behaviour. Enrolment forms…granting consent to school personnel and to designated photographers/videographers to take appropriate photos/videos.
23. Use of external personnel to supplement curriculum. e.g. 'Young Entrepreneur' coordinators, 'Cycle Training' presenters, Yoga teachers.	Harm due to inadequate supervision. Bullying. Risk of harm to SEN pupils who have particular vulnerabilities. Risk of harm by external personnel. Harm by another pupil.	The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars with regard to Garda Vetting for external personnel coming into the school to supplement curricular activities. Appropriate insurances (copies of) requested where necessary. Supervision policy.

	Risk of inappropriate relationship/communications between child and another adult/child.	Code of Behaviour. Accident/Injury Policy. S.N.A. Policy Anti-bullying policy Supervision policy Accident/Injury Policy. Health and Safety Policy, including Administration of Medication.
24. Prevention of and dealing with bullying amongst pupils	Harm due to bullying. Harm due to not helping pupil being bullied as well as pupil involved in the bullying. Risk of harm to SEN pupils who have particular vulnerabilities.	Anti-bullying policy Supervision policy Code of Behaviour. School implements SPHE, RSE, Stay Safe in full. 'Webwise' and other resources such as 'Weaving Wellbeing' also used and integrated into school life. Special Education Teachers supplement and consolidate with individual pupils as appropriate to their needs. Outside companies doing workshops on area of Cyberbullying.(With pupils and with parents/guardians.) S.N.A. Policy. Anti-bullying/Friendship week every Term.
25. Administration of Medicine	Harm due to inadequate supervision. Harm due to inadequate record-keeping. Harm by member of school personnel. Risk of harm to SEN pupils who have particular vulnerabilities.	S.N.A. Policy. Health and Safety Policy, including Administration of Medication. Supervision Policy
26. Administration of First Aid	Harm by member of school personnel. (Accidents and injuries not being dealt with appropriately.) Risk of harm to SEN pupils who have particular vulnerabilities.	Health and Safety Policy, including Administration of Medication. Staff trained and certified in First Aid, including use of Anapens/Epipens, etc. Accident/Injury Policy. (Including protocols for recording and communicating to parents/guardians.) Supervision Policy.

	Harm by a visitor/volunteer. Harm due to inadequate supervision.	
27. School transport arrangements including use of bus escorts.	Harm by member of school personnel. Risk of harm to SEN pupils who have particular vulnerabilities. Harm from another child, including from bullying. Harm due to inadequate supervision. Harm not recognised by school personnel or reported promptly and properly.	Child Safeguarding Statement & DES Child Protection Procedures for Primary and Post-Primary Schools 2017 made available to all school personnel. School personnel, including bus escorts are required to adhere to the DES Child Protection Procedures for Primary and Post-Primary Schools 2017. Túsla e-learning module completed by bus escorts. The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars with regard to Garda Vetting when recruiting bus escorts. Supervision Policy. Code of behaviour. Anti-bullying policy Tours/Excursions policy.
28. Care of pupils with specific vulnerabilities/ needs such as • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) children • Pupils perceived to be LGBT • Pupils of minority religious faiths • Children in care • Children on Child Protection Notification System. (CPNS).	Bullying Harm from another pupil. Harm from member of school personnel. Harm not recognised by school personnel or reported promptly and properly. Risk of harm by pupil taking and/or communicating/circulating inappropriate material digitally. Risk of harm by persons known or unknown taking and/or communicating/circulating inappropriate material digitally.	Anti-Bullying Policy Code of Behaviour S.P.H.E. and R.S.E. Programmes and policy. S.N.A. Policy. Supervision Policy. Child Safeguarding Statement & DES Child Protection Procedures for Primary and Post-Primary Schools 2017 made available to all school personnel. School personnel are required to adhere to the DES Child Protection Procedures for Primary and Post-Primary Schools 2017 and all registered teaching staff are required to adhere to the Children First Act 2015. Child protection training. (Túsla and PDST.) ICT/ Acceptable Usage Policy

29. Recruitment of school personnel including: • Teachers • SNA's • Caretaker/Secretary/Cleaners • Sports coaches • External Tutors/Guest Speakers • Volunteers/Parents in school activities	Harm not recognised or properly or promptly reported . Harm from member of school personnel. Harm from volunteer/ external tutor/person known or unknown.	Child Safeguarding Statement & DES procedures made available to all staff Staff to view Tusla training module & any other online training offered by PDST. The school adheres to the requirements of the Vetting legislation and relevant DES circulars with regard to Garda Vetting . Policy on Volunteers, including parents/guardians.
30. Use of school premises by other organisation during school day, including HSE.	Harm from member of external organisation. Harm due to inadequate supervision.	Supervision Policy. S.N.A. Policy. Protocols for avoiding one–one situations. Stay Safe and other S.P.H.E. resources implemented.
31. After school use of school premises by other organisations.	Harm from member of the organisation using the school facilities after school. Harm not recognised or properly or promptly reported.	The organisation involved takes responsibility under their Child Safeguarding Statement/procedures and policies if children are under their care.
32. Data Protection.	Harm from member of school personnel by mis-use of data relating to any child.	Data Retention/record Keeping Policy.
33. Implementation of DES and Public Health advice/protocols regarding infectious diseases such as Covid-19, within a local context	Risk of harm (infection) due to infectious diseases such as Covid-19	The school has developed a Covid-19 Policy Statement and Response Plan which has been approved by the Board of Management. Preventative measures have been put in place and protocols implemented at a local school level to minimise the risk of introducing and spreading Covid19. These measures include; physical distancing through increased separation and decreased interaction, PODS, hand hygiene, application of respiratory & cough etiquette, and environmental hygiene.

34. Online teaching and remote learning	Risk of harm to pupils whilst engaging with online teaching and learning remotely.	The school uses the Seesaw learning portal when engaging with remote learning. We have included the Seesaw Privacy Policy in our Data Protection Policy. Each pupil has an individual access code that they have been instructed not to share with other pupils. Pupils work is only visible to teachers/SNA's/Principal/Admin attached to their class. Pupil's posts and comments must be approved by a class teacher/Principal/Admin before they are visible. Pupils can't send comments or chat with other pupils using the Seesaw platform. The Principal and ICT Admin have oversight of all classes. SEN teachers and SNA's use Zoom to engage 1:1 or in small groups to facilitate online learning. A parent/guardian must be present in the room at all times during zoom meetings. Pupils are reminded that school rules and consequences as per Code of Behaviour apply during Zoom classes.

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.*

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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 14/12/22.
It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed Trey Kelly Date 14/12/22

Chairperson, Board of Management

Signed Brid Quirke Date 14/12/22

Principal/Secretary to the Board of Management

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Examples of activities, risks and procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as "any potential for harm". Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

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.

Examples of School Activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one counselling
- Outdoor teaching activities
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils

- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/ needs such as
  - Pupils from ethnic minorities/migrants
  - Members of the Traveller community
  - Lesbian, gay, bisexual or transgender (LGBT) children
  - Pupils perceived to be LGBT
  - Pupils of minority religious faiths
  - Children in care
  - Children on CPNS
- Recruitment of school personnel including -
  - Teachers/SNA's
  - Caretaker/Secretary/Cleaners
  - Sports coaches
  - External Tutors/Guest Speakers
  - Volunteers/Parents in school activities
  - Visitors/contractors present in school during school hours
  - Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school

- Use of video/photography/other media to record school events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Breakfast club
- Homework club/evening study

Examples of Risks of Harm

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to bullying of child
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

Examples of Procedures to address risks of harm

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- 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.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a Health and safety policy
- 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 a codes of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
    - Has provided each member of school 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
  - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has in place an ICT policy in respect of usage of ICT by pupils
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

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