

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template

Child Safeguarding Statement

Saint Feichín's National School 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 Saint Feichín's National 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 *Sinéad Muldoon*.
- 3 The Deputy Designated Liaison Person (Deputy DLP) is *Catherine Presnail*.
- 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 above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the school's child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.

- In accordance with the Children First Act 2015 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 6th March 2018.

This Child Safeguarding Statement was reviewed by the Board of Management on 12/12/23 [most recent review date].

Signed: Blaege Florin

Chairperson of Board of Management

Signed: Sinead Muldoon

Principal/Secretary to the Board of Management

Date: 12/12/23

Date: 12/12/23

Child Safeguarding Risk Assessment

Written Assessment of Risk of Saint Feichín's National 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 Saint Feichín's National 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
Training of school personnel in Child Protection matters	Risk of harm not being recognised by school personnel	All school personnel are provided with a copy of the school's <i>Child Safeguarding Statement</i>
One to one teaching	Risk of harm not being reported properly and promptly by school personnel	The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel
Care of Children who have toileting accidents or need a change of clothes	Risk of child being harmed in the school by a member of school personnel	DLP & DDLP to attend PDST/Oide training for the role
Toilet areas	Risk of child being harmed in the school by another child	All Staff to view Túsla training module & any other online training offered by PDST/Oide
Curricular Provision in respect of SPHE, RSE, Stay Safe.	Risk of child being harmed in the school by volunteer or visitor to the school	School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and its Addendum (2019)
LGBT Children/Pupils perceived to be LGBT	Risk of child being harmed by a member	
Daily arrival and dismissal of pupils		
Managing challenging behaviour		

amongst pupils, including appropriate use of restraint	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	The school implements in full the Stay Safe Programme
Care of children with special educational needs, including intimate care where needed		The school implements in full the SPHE curriculum
Sports Coaches	Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link	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>
Students participating in work experience		
Recreation breaks for pupils	Risk of harm due to bullying of child	The school has a supervision policy and procedures to ensure appropriate supervision of children during the school day
Classroom teaching	Risk of harm due to racism	The school has a Health and safety policy
Sporting Activities	Risk of harm due to inadequate supervision of children in school	The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
School outings	Risk of harm due to inadequate supervision of children while attending out of school activities	The school complies with the agreed disciplinary procedures for teaching staff
Use of off-site facilities for school activities		
School transport arrangements	Risk of harm due to inappropriate relationship/communications between child and another child or adult	The school has a Special Educational Needs policy
Administration of Medicine		

<p>Administration of First Aid</p> <p>Prevention and dealing with bullying amongst pupils</p> <p>Use of external personnel to supplement curriculum</p>	<p>Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</p>	<p>The school has an intimate care policy/plan in respect of students who require such care</p> <p>The school has in place a policy and procedures for the administration of medication to pupils</p>
<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> ● 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 ● Children with medical needs 	<p>Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities</p> <p>Risk of harm to child while a child is receiving intimate care</p> <p>Risk of harm due to inadequate code of behaviour</p> <p>Risk of harm in one-to-one teaching situation</p>	<p>The school –</p> <ul style="list-style-type: none"> ● 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
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> ● Teachers 	<p>Risk of harm caused by member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner</p> <p>Risk of harm caused by member of</p>	<p>The school has in place procedures for the administration of First Aid</p> <p>The school has in place a code of behaviour for pupils</p> <p>The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to</p>

<ul style="list-style-type: none"> • SNAs • 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 <p>School activities involving other organisations during school day e.g. members of the clergy, school nurse, doctor, psychologist, occupational therapist, speech and language therapist</p> <p>Swimming Lessons</p> <p>Use of Information and Communication Technology by pupils in school and for remote learning</p> <p>Application of sanctions under the school's Code of Behaviour e.g. staying in at lunch break</p>	<p>school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</p>	<p>parents</p> <p>Teachers adhere to the Code of Professional Conduct for Teachers</p> <p>The school has in place a Critical Incident Management Plan</p> <p>The school has in place procedures for the use of external persons to supplement delivery of the curriculum</p> <p>The school has in place procedures for the use of external sports coaches</p> <p>The school has in place clear procedures for one-to-one teaching activities</p> <p>The school has in place procedures in respect of student teacher placements</p> <p>The school has in place procedures in respect of students undertaking work experience in the school</p> <p>The school has in place a swimming policy</p>
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<p>Participation by pupils in religious ceremonies/religious instruction external to the school</p> <p>Student teachers undertaking training placement in school</p> <p>Secondary school students undertaking work experience in school</p> <p>Use of video/photography/other media to record school events</p> <p>After school use of school premises by other organisations</p>		<p>The school has internet security in place from the National Council for Technology in Education</p>
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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.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

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.

Mandatory Template 4: Notification regarding the Board of Management's review of the Child Safeguarding Statement

To: St. Feichin's N.S. P.A.

The Board of Management of St. Feichin's N.S. wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of 12/12/23 [date].
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the Department's website www.education.ie

Signed Breege Moran Date 12/12/2023

Chairperson, Board of Management

Signed Sinead Muldoon Date 12/12/23

Principal/Secretary to the Board of Management

Mandatory Template 4: Notification regarding the Board of Management's review of the Child Safeguarding Statement

To: Archdiocese of Tuam

The Board of Management of St. Feichin's^{N.S.} wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of 12/12/23 [date].
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the Department's 'website' www.education.ie

Signed S. Breege Morrin Date 12/12/23

Chairperson, Board of Management

Signed Sinead Muldoon Date 12/12/23

Principal/Secretary to the Board of Management