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# COLÁISTE DÚN AN RÍ CHILD SAFEGUARDING RISK ASSESSMENT DRAFT

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August 2024

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
<p><b>Daily arrival and dismissal of pupils</b>  <b>Recreation breaks for pupils</b></p>	<ul style="list-style-type: none"> <li>Risk of harm due to inadequate supervision of students entering and leaving school</li> </ul>	<ul style="list-style-type: none"> <li>The school provides supervision to ensure appropriate supervision of Students during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms as per the allocation provided under the Supervision &amp; Substitution Scheme</li> </ul>
<p><b>Interactions between teachers and students including but not limited to:</b>                      -Classroom teaching                      -Homework club/evening study                      -Outdoor teaching activities                      -Annual Sports Day                      -Sporting Activities                      -Fundraising Events                      -After School Curricular activities e.g. extra classes                      -After School Extra- or Co-curricular activities e.g. sports, BT Young Scientist</p> <p><b>Interaction between students including but not limited to:</b>                      -Recreation breaks for students                      Movement between classes                      -Use of toilets</p>	<ul style="list-style-type: none"> <li>Risk of student being harmed in the school by a member of school personnel</li> <li>Risk of student being harmed in the school by another student</li> <li>Risk of harm due to inadequate supervision of students</li> <li>Risk of harm due to inappropriate relationship/communications between student and another child or adult</li> <li>Risk of harm due to inappropriate relationship/communications between a student and another student</li> </ul>	<ul style="list-style-type: none"> <li>The school has provided each member of school staff with a copy of the school’s Student Safeguarding Statement</li> <li>The Child Protection Procedures for Primary and Post-Primary Schools 2017 (revised 2023) are made available to all school personnel.</li> <li>School Personnel are required to adhere to the Child Protection Procedures for Primary and Post-Primary Schools 2017 (revised 2023) and all registered teaching staff are required to adhere to the Children First Act 2015.</li> </ul>

<p>-Use of PE changing rooms                  -Outdoor teaching activities                  -Sporting Activities                  -Annual Sports Day                  -Fundraising Events                  -After School Curricular activities e.g. extra classes                  -After School Extra- or Co-curricular activities e.g. sports, BT Young Scientist</p> <p><b>Prevention and dealing with bullying amongst students</b></p>		<ul style="list-style-type: none"> <li>• School personnel are expected to adhere to the Teaching Council’s Code of Conduct.</li> <li>• New Teacher Induction programme in place</li> <li>• The school ensures appropriate supervision of students during breaks.</li> <li>• The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department’s 5 Anti-Bullying Procedures for Primary and Post Primary Schools</li> <li>• The school has in place a code of behaviour for students</li> <li>• A toilet pass system is in place for students who need to leave class to use the bathroom</li> </ul>
<p><b>One-to-one teaching</b>  <b>One-to-one counselling</b></p>	<ul style="list-style-type: none"> <li>• Risk of harm in one-to-one teaching, counselling, coaching situation</li> </ul>	<ul style="list-style-type: none"> <li>• School personnel are expected to adhere to the Teaching Council’s Code of Conduct.</li> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> </ul>

		<ul style="list-style-type: none"> <li>• Learning Support Room and Offices have glass</li> <li>• windows/door panels</li> <li>• The school has a draft Inclusion policy with policy and procedures to be followed during one to one sessions</li> </ul>
<p><b>School outings</b>  <b>School trips involving overnight stay</b>  <b>School trips involving foreign travel</b>  <b>Use of off-site facilities for school activities</b></p>	<ul style="list-style-type: none"> <li>• Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student participating in out of school activities</li> <li>• Risk of harm due to inadequate supervision of students while attending out of school activities</li> </ul>	<ul style="list-style-type: none"> <li>• CMETB has in place a policy and clear procedures in respect of school outings outlined in CMETB Policy for Educational Tours and Field Trips</li> <li>• The school has a Health and Safety policy</li> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>• The school has a code of conduct for school personnel (teaching and non-teaching staff)</li> </ul>

<p><b>Care of students with Special Educational Needs, including intimate care needs where needed</b></p>	<ul style="list-style-type: none"> <li>• Risk of harm to students with SEN who have vulnerabilities Risk of harm to students while a student is receiving intimate care</li> </ul>	<ul style="list-style-type: none"> <li>• An updated Inclusion Policy reflecting the student profile in the LEAP is in draft format</li> <li>• Recruitment of teachers with SEN Training</li> <li>• Ongoing CPD for teacher/SNA</li> <li>• Designated toilet for SEN students with particular care needs</li> <li>• Staff are trained in procedures in respect of students who require such care</li> <li>• The school has a draft intimate care policy in respect of students who require such care</li> </ul>
<p><b>School transport arrangements including use of bus escorts</b></p>	<ul style="list-style-type: none"> <li>• Risk of harm to students with SEN who have vulnerabilities</li> </ul>	<ul style="list-style-type: none"> <li>• CMETB school transport Policy</li> <li>• School inclusion Policy</li> <li>• Garda Vetting of suitable assistants</li> </ul>
<p><b>Management of challenging behaviour amongst pupils, including appropriate use of restraint where required</b></p>	<ul style="list-style-type: none"> <li>• Risk of injury of a staff member or student by another student</li> </ul>	<ul style="list-style-type: none"> <li>• Staff identified with Physical intervention training</li> <li>• Awaiting guidance from DES- School has a draft policy for Physical intervention</li> <li>• Individual risk assessment created for students who present with this risk</li> </ul>

<p><b>Administration of Medicine</b> <b>Administration of First Aid</b></p>	<ul style="list-style-type: none"> <li>• Risk of harm while student is receiving First Aid or medicines</li> </ul>	<ul style="list-style-type: none"> <li>• The school has in place procedures for the administration of medication to students</li> <li>• CMETB Policy of the administration of medicine and First Aid</li> <li>• The school has identified First Aid Responders on Staff and list is displayed on throughout the school</li> </ul>
<p><b>Care of pupils with specific vulnerabilities/needs such as</b></p> <ul style="list-style-type: none"> <li>• Pupils from ethnic minorities/migrants</li> <li>• Members of the Traveller community</li> <li>• Lesbian, gay, bisexual or transgender (LGBTQ+) children</li> <li>• Pupils perceived to be LGBTQ+</li> <li>• Pupils of minority religious faiths</li> <li>• Children in care</li> <li>• Children on CPNS</li> </ul>	<ul style="list-style-type: none"> <li>• Risk of student being harmed in the school by a member of school personnel</li> <li>• Risk of a student being harmed in the school by another students</li> <li>• Risk of harm due to bullying of student</li> </ul>	<ul style="list-style-type: none"> <li>• 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></li> <li>• The School has in place a Code of Behaviour for students</li> <li>• The School has a Pastoral Team and Care Team in place. An In/Out system is in operation and vulnerable students have key workers when appropriate</li> </ul>
<p><b>Use of Information and Communication Technology by pupils in school</b></p>	<ul style="list-style-type: none"> <li>• Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</li> </ul>	<ul style="list-style-type: none"> <li>• The school has a draft AUP policy and CMETB have an AUP for use of Internet</li> <li>• HEA Net Level 4 filtering for all ICT equipment</li> </ul>

		<ul style="list-style-type: none"> <li>The school has in place a mobile phone policy in respect of usage of mobile phones by pupils</li> </ul>
<p><b>Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.</b></p>	<ul style="list-style-type: none"> <li>Risk of harm due to inconsistent implementation of the Code of Behaviour</li> </ul>	<ul style="list-style-type: none"> <li>The school has in place a code of behaviour for students</li> <li>Induction for new teachers and refreshers for all staff at beginning of academic year</li> <li>The school has in place a mobile phone policy in respect of usage of mobile phones by pupils</li> </ul>
<p><b>Students participating in work experience in the school</b></p> <p><b>Students from the school participating in work experience elsewhere</b></p>	<ul style="list-style-type: none"> <li>Risk of student being harmed by a member of staff in school or from another organisation while student is participating in Work Experience</li> </ul>	<ul style="list-style-type: none"> <li>The school has in place a policy and procedures in respect of students undertaking work experience in the school</li> <li>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars.</li> <li>The school must draft a policy and procedures in respect of pupils of the school undertaking work experience in external organisations</li> </ul>

<p><b>Use of video/photography/other media to record school events</b></p> <p><b>Use of student images for PR purposes</b></p>	<ul style="list-style-type: none"> <li>• Risk of circulating images of students without consent</li> </ul>	<ul style="list-style-type: none"> <li>• Opt-in / out questions on the school enrolment form for parents/guardians to indicate preferences re student images</li> <li>• The school complies with the agreed disciplinary procedures for teaching staff</li> <li>• The school has a code of conduct for school personnel (teaching and non-teaching staff)</li> </ul>
<p><b>Recruitment of and training of school personnel including -</b></p> <ul style="list-style-type: none"> <li>• Teachers/SNA's</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> <li>• External Tutors/Guest Speakers</li> <li>• Volunteers/Parents in school activities</li> </ul>	<ul style="list-style-type: none"> <li>• Risk of student being harmed in the school by a member of school personnel who has not been Garda Vetted</li> <li>• Risk of student being harmed in the school by a volunteer or visitor to the school</li> </ul>	<ul style="list-style-type: none"> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>• Provide each member of school staff with a copy of the school's Child Safeguarding Statement</li> </ul>



<ul style="list-style-type: none"> <li>• Visitors/contractors present in school during school hours</li> <li>• Visitors/contractors present during after school activities</li> <li>• <b>Student teachers undertaking training placement in school</b></li> </ul>	<ul style="list-style-type: none"> <li>• Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner</li> <li>• Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</li> <li>• </li> </ul>	<ul style="list-style-type: none"> <li>• Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement</li> <li>• All staff to complete mandatory training</li> <li>• Encourages board of management members to avail of relevant training</li> <li>• Maintains records of all staff and board member training</li> <li>• Induction Programme for all new staff and teachers on placement</li> <li>• The school has in place a policy and procedures in respect of student teacher placements</li> <li>• Staff are expected to be familiar with CMETB staff handbook and the code of conduct</li> </ul>
<p><b>Curricular provision in respect of SPHE, RSE, Stay Safe</b></p>	<ul style="list-style-type: none"> <li>• Risk of harm to students through lack of understanding of specific issues in relation to the delivery of SPHE/RSE curriculum</li> </ul>	<ul style="list-style-type: none"> <li>• The school implements in full the SPHE curriculum</li> <li>• The school implements in full the Wellbeing Programme at Junior Cycle</li> </ul>

		<ul style="list-style-type: none"> <li>• Staff encouraged to undertake ongoing CPD</li> <li>• The school has an RSE policy</li> </ul>
<b>Participation by pupils in religious ceremonies/religious instruction external to the school</b>	<ul style="list-style-type: none"> <li>• Risk of harm due to inadequate supervision of students</li> </ul>	<ul style="list-style-type: none"> <li>• Supervision is arranged for students who do not wish to attend due to religious beliefs.</li> </ul>
<b>Use of external personnel to supplement curriculum</b> <b>Use of external personnel to support sports and other extra-curricular activities</b>	<ul style="list-style-type: none"> <li>• Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student participating in out of school activities</li> <li>• Risk of harm due to inadequate supervision of students while attending out of school activities</li> </ul>	<ul style="list-style-type: none"> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</li> <li>• CMETB Garda Vetting policy and procedures</li> </ul>
<b>Reporting</b>	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by school personnel</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• The school has provided each member of school staff with: <ul style="list-style-type: none"> <li>○ a copy of the school's Student Safeguarding Statement</li> <li>○ The Child Protection Procedures for Primary and Post-Primary Schools 2017 (revised 2023) are made available to all school personnel</li> </ul> </li> <li>• School Personnel are required to adhere to the Child Protection</li> </ul>

		<p>Procedures for Primary and Post-Primary Schools 2017 (revised 2023) and all registered teaching staff are required to adhere to the Children First Act 2015 Staff have undertaken relevant Child Protection training Child Protection protocols</p> <ul style="list-style-type: none"><li>• Revisited in Teacher Induction Programme, Droiched Programme and return to school Staff meeting</li><li>• All staff are aware they are mandated persons and the DLP and DDLP names are clearly displayed throughout the school</li></ul>
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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 (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.

This risk assessment has been completed by the Board of Management on **5<sup>th</sup> of September 2024**. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement

This Child Safeguarding Statement was adopted by the Board of Management on 5<sup>th</sup> September 2024.

Signed: \_\_\_\_\_

Chairperson of Board of Management

Signed: \_\_\_\_\_

Principal/Secretary to the Board of Management

Date: \_\_\_\_\_

Date: \_\_\_\_\_