**Child Safeguarding Statement**

**and Risk Assessment**

**St. John’s N.S.**

**Ballinalee Road, Edgeworthstown, Co. Longford, N39 F211**

**043 6671620 E-mail:** **info@stjohnsnsedgeworthstown.ie**

**Website:** [**www.stjohnsnsedgeworthstown.ie**](http://www.stjohnsnsedgeworthstown.ie)

St. John’s 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](http://www.irishstatutebook.ie/eli/2015/act/36/enacted/en/pdf), [Children First: National Guidance for the Protection and Welfare of Children 2017](https://assets.gov.ie/25844/b90aafa55804462f84d05f87f0ca2bf6.pdf), [the Addendum to Children First (2019)](https://assets.gov.ie/25819/c9744b64dfd6447985eeffa5c0d71bbb.pdf), the [Child Protection Procedures for Primary and Post Primary Schools (revised 2023)](https://www.gov.ie/en/collection/12bee3-child-protection-procedures-in-schools/) and [Tusla Guidance on the preparation of Child Safeguarding Statements](https://www.tusla.ie/uploads/content/4214-TUSLA_Guidance_on_Developing_a_CSS_LR.PDF), the Board of Management of St. John’s 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 (revised (2023)* as part of this overall Child Safeguarding Statement
2. The Designated Liaison Person (DLP) is Gail Waters.
3. The Deputy Designated Liaison Person (Deputy DLP) is Sandra Butler.
4. The Relevant Person is Gail Waters. (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.)
5. 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.

1. 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](https://www.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](https://revisedacts.lawreform.ie/eli/2012/act/47/revised/en/pdf) 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](https://www.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.
* 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 [gov.ie](https://www.gov.ie/) 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.

1. This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
2. 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 12th October 2023.

This Child Safeguarding Statement was reviewed by the Board of Management on the 12th October 2023.

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

Chairperson of Board of Management Principal/Secretary to the Board of Management

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

**St. John’s N.S.**

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**043 6671620 E-mail: stjohnsnsedge@gmail.com**

 Child Safeguarding Risk Assessment

# Written Assessment of Risk of St. John’s N.S., Edgeworthstown

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 (revised 2023)*, the following is the Written Risk Assessment of St. John’s N.S.

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| 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 on entering school building. | Children arrive to school in either of the following manner:* Parent drops child at school gate and child walks into school building when gate is open at 9am. Distance is <10m. Parent to remain with child/children until gate opens and parent ensures child enters school building safely.

The school keeps a list of adults who are permitted to collect children. If a parent/guardian wishes for another adult to collect their child, they should inform the school.In accordance with the child protection guidelines of Children First, if a parent comes to the school to collect a child and a member of staff perceives that the child may be in danger, the staff member must allow the child to be taken by the parent but the DLP will be notified who will decide whether to call the Gardaí.  If this situation arises when the adult collecting is not the child’s parent, before allowing the child to be released, the child’s parent will be telephoned.In line with our behaviour policy, at collection times no adult should approach a child in the school in an aggressive manner. |
| Recreation breaks for pupils Annual Sports Day  | * 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 another child
* Risk of child being harmed in the school by volunteer or visitor to the school
* Risk of harm due to bullying of child
* Risk of harm due to inadequate supervision of children in school
* Risk of harm to children with SEN who have particular vulnerabilities
* Risk of harm due to inadequate code of behaviour
 | * There is 1 teacher on supervision on yard at all times.
* All injuries and First Aid procedures are dealt with in accordance with our Administration of Medication Policy.
* Children with SEN are supervised according to their needs and according to the resources granted to the school.
* All staff and pupils are familiar with the school’s Code of Behaviour.
* Supervision Policy
* Anti-Bullying Policy
* Code of Behaviour
* School Safety Statement
 |
| Classroom teaching One-to-one teaching One-to-one assessment by external personnelOne-to-one counselling  | * Risk of child being harmed in the school by a member of school personnel
 | * 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 (Revised 2023)* are made available to all school personnel
* School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
* All staff are garda vetted
* St. John’s N.S. invites guest speakers, parents and other members of the community in the school. A teacher will at all times be present during such visits.
* At times, children are taken from class by a teacher for one-to-one teaching or when assessments are made by an educational psychologist. The door of the SET’s classroom is left open into the Senior Classroom when children are there on a one-to-one basis.
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| School outingsParticipation by pupils in religious ceremonies/ religious instruction external to the schoolUse of off-site facilities for school activities | * 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 another child
* 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. football training/games, swimming lessons etc.
* Risk of harm due to inadequate supervision of children while attending out of school activities
* Risk of child being harmed in the school by volunteer or visitor to the school
* Risk of harm due to bullying of child
* Risk of harm due to inadequate supervision of children in school
* Risk of harm to children with SEN who have particular vulnerabilities
* Risk of harm due to inadequate code of behaviour
 | * Children often go on outings throughout the year. There is a recommended minimum adult-pupil ratio of 1:15.
* School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015*
* All staff garda vetted
* The school has in place a policy and clear procedures in respect of school outings
* Supervision Policy
* Anti Bullying Policy
* Code of Behaviour
* Intimate Care Policy
* School Safety Statement
* Extra vigilance towards SEN pupils.
 |
| Use of toilet in schools | * 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
 | * There is one toilet for each classroom and one child is allowed at a time. At break times, the teacher on duty is responsible for ensuring that only one child goes to the toilet at a time and ensures that he/she returns to the yard. If an adult is required to accompany a child to the toilet, another person must accompany them.
* The school has an Intimate Care and Toileting Policy in respect of students who require such care.
 |
| Care of children with special educational needs, including intimate care where needed. | * Risk of child being harmed in the school by a member of school personnel
* Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities.
* Risk of harm to child while a child is receiving intimate care.
 | * 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 (Revised 2023)* are made available to all school personnel
* School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
* The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
* The school follows the Teaching Council ‘Code of Professional Conduct for Teachers’.
* The school complies with the agreed disciplinary procedures for teaching staff.
* The school has a Special Educational Needs policy
* SNAs (if employed) are responsible for certain children’s care needs. This can involve helping children with toileting, changing of clothes, etc. Two SNAs should accompany a child for any situation involving the removal of clothing, applying lotions or creams or other situations where the situation could be considered sensitive. Where this is not possible the door of the room being used will be kept open.
 |
| Administration of MedicineAdministration of First Aid Curricular provision in respect of SPHE, RSE, Stay SafePrevention and dealing with bullying amongst pupilsPrevention of Substance misuse | * 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
 | * School has policies specifically for these risks
 |
| Training of school personnel in child protection matters | * Risk of harm not being reported properly and promptly by school personnel
 | * Child Safeguarding Statement and DES procedures made available to staff.
* All staff to view Tusla training module and any other online training offered by Oide
* Staff and Board of Management Child Safeguarding training is recorded.
* School allows for staff to attend CPD where adequate supervision can be guaranteed.
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| Use of external personnel to supplement curriculum Use of external personnel to support sports and other extra-curricular activities Students participating in work experience in the schoolStudent teachers undertaking training placement in schoolVolunteers/ Parents in school activities | * 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 volunteer or visitor to the school
 | * For one-off events, a garda vetted teacher will remain in the room for the entire event.
* Where this is a regular occurrence, the guest must be garda vetted.
* 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 a policy and procedures in respect of students undertaking work experience in the school.
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| Recruitment of school personnel including:Teachers/SNAsCaretaker/ Secretary/ Cleaners | * Risk of child being harmed in the school by a member of school personnel
 | * 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 (Revised 2023)* are made available to all school personnel
* School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
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| Contractors present in the school during school hours/ after school activities | * Risk of child being harmed in the school by visitor to the school
 | * A teacher will at all times be present during such visits.
* Children will not be allowed to be alone with such visitors to the school.
 |
| Use of Information and Communication Technology by pupils in schoolUse of video/photography/other media to record school events  | * Risk of harm not being reported properly and promptly by school personnel
* Risk of child being harmed in the school by another child
* Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital devices 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.
* Risk of harm due to children inappropriately accessing/using iPads while at school.
 | * The school refers to these risks in its Anti-Bullying Policy.
* The school refers to these risks in its Acceptable Use Policy.
* The school has a Digital Learning Policy in place.
* The school has a Remote Learning Policy in place.
* Parents/guardians have the right at all times to disallow photos of their child(ren) to be taken or used online or on the school website or in any other way.
* Photography or videoing is not permitted in the swimming pool or changing rooms. At concerts, adults are allowed to take photographs. However these are for personal use and not to be shared on any social media platform.
* However, any behaviour deemed to be suspicious will be reported to the DLP
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| Teacher only adult present in school with pupils due to unforeseen circumstances e.g. Covid-19 case, family emergency etc. | * Risk of harm to pupils caused by a member of school personnel
 | * The school refers to the Critical Incident Management Plan
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| Swimming | * Risk of child being harmed by a member of school personnel, swimming personnel or by member of public
 | It is recommended that Junior and Senior Infants should have a parent/guardian or a person designated by the parent/guardian at the swimming pool to help them dress before and after swimming.All children going to the swimming pool must be able to change their clothes themselves as members of staff are not allowed to dress pupils before or after swimming. |
| Care of pupils with specific vulnerabilities/ needs such as:Pupils from ethnic minorities/migrantsMembers of the Traveller community Lesbian, gay, bisexual or transgender (LGBT) childrenPupils perceived to be LGBTPupils of minority religious faithsChildren in careChildren on Tusla’s Child Protection Notification System (CPNS)Children with medical needs | * Risk of harm due to racism
 | * The school implements in full the Stay Safe Programme
* The school implements in full the SPHE curriculum
* 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 Code of Behaviour.
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| Use of Media by School Personnel | * School personnel communicating inappropriately or circulating inappropriate material via social media, texting, digital device or other manner
 | * Requirements of National Vetting Bureau Acts 2012-2016 being followed.
* All staff to view Tusla training module and any other online training offered by Oide
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| Online Teaching and Learning | * Risk of harm due to inappropriate use of online remote teaching and learning communication platform
 | * The school has an Acceptable Use Policy in place, to include provision for online learning and teaching remotely.
* School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
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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 (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 Thursday, 12th October, 2023. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Chairperson, Board of Management Principal