**Child Safeguarding Statement and Risk Assessment**

**Child Safeguarding Statement**

Scoil Mhuire Ballyhooly 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 2017](https://www.gov.ie/pdf/?file=https://assets.gov.ie/45063/2d4b5b3d781e4ec1ab4f3e5d198717d9.pdf#page=1) 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 [insert school name] 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 Rory Gibbons
3. The Deputy Designated Liaison Person (Deputy DLP) is Margaret Sheahan
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.

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 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](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 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.

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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [most recent review date].

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

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

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

**Child Safeguarding Risk Assessment**

**Written Assessment of Risk of [name of 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 Scoil Mhuire Ballyhooly.

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| 1. **List of school activities** | 1. **The school has identified the following risk of harm in respect of its activities –** | 1. **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 or reported properly and promptly. | Child Safeguarding Statement & DES procedures made available to all staff  DLP & DDLP to attend PDST face to face training.  All staff undertook Tusla training module & online training offered by PDST.  BOM holds records of staff training. |
| Recruitment of school Personnel including ,teachers, SNAs, Secretary/Caretaker/Cleaner  Sports Coaches  External Tutors/Guest speakers  Volunteers/Parents in school activities  Visitors/Contractors present during school hours  Visitors /Contractors present after school hours | Risk of harm to children who have particular vulnerabilities.  Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel / by a visitor /or by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour.  Risk of harm due to inappropriate communication between child and adult or another child.  Risk of harm to Children with SEN. | The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.  All Parent Volunteers are vetted  All visitors required to report to the office during school times |
| School Policies | Non reading of same | All staff to sign off that they have read school policies in September |
| Classroom Teaching | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel / by a visitor /or by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour.  Risk of harm due to inappropriate communication between child and adult or another child.  Risk of harm to Children with SEN. | The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Positive Behaviour Management Strategies fully implemented  Personal pupil plan and IEP for each pupil with SEN complex needs  Care plan in place for pupils with SEN. |
| One to One Teaching | Risk of harm by a member of personnel /parent/guardian/or by another child.  Risk of inappropriate communication between child and adult or another child.  Risk of harm to Children with SEN. | In most cases support is provided in groups or in class situations  In the case of one to one teaching table between teacher and pupil / glass panel in door / open door/ sit near a window  Personal pupil plan and IEP for each pupil with SEN complex needs  Care Plan in place |
| Care of children with S.E.N including intimate care needs | Risk of harm to children who have particular vulnerabilities.  Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel / by a visitor /or by another child.  Risk of harm while child is receiving intimate care.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inappropriate communication between child and adult or another child.  Risk of harm due to inadequate Code of Behaviour.  Risk of harm to Children with SEN. | Intimate Care Policy fully Implemented  Toileting Schedule fully implemented  SNA Policy fully implemented  Health and Safety Statement  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Positive Behaviour Management Strategies fully implemented  Personal pupil plan and IEP for each pupil with SEN complex needs  Care Plan in place  Consultation with NEPS, SENO, agencies and other professionals |
| Management of Challenging Behaviour | As Above.  Risk of harm in the management of the challenging behaviour/tantrums. | As above plus  Positive Behaviour Management strategies implemented |
| Care of pupils with specific vulnerabilities, needs such as:  Pupils from ethnic minorities/migrants  Pupils from minority religious faiths  Members of the traveller community  Lesbian, gay, bisexual or transgender LGBT children  Pupils perceived to be LGBT  Children in care | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel or by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inappropriate communication between child and adult or another child.  Risk of harm due to inadequate Code of Behaviour.  Risk of harm to children with SEN. | SPHE policy fully implemented  Enrolment Policy fully implemented  Arrival and Dismissal Policy fully implemented  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Equality of access& Participation Policy  Friendship Week  Personal pupil plan and IEP for each pupil with SEN complex needs |
| Students Participating in work experience  Student teachers undertaking training placement in school | Risk of harm not being recognised or reported properly and promptly.  Risk of harm to children who have particular vulnerabilities.  Risk of harm to child by student volunteer or student teacher or visitor.  Risk of harm due to personnel communicating inappropriately with child /children via social media, texting etc.  Risk of harm due to personnel accessing and / or circulating inappropriate material via social media, texting etc.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour.  Risk of harm due to inappropriate communication between child and adult or another child. | Child Safeguarding Statement & DES procedures made available  The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.  Code of conduct for Work Experience and Teaching Practice  Student Work Experience Policy |
| After school use of school premises by other organisations | Risk of harm not being recognised or reported properly and promptly.  Risk of harm to child by visitor or volunteer. | Child Safeguarding Statement  Currently premises are not used by other organisations when children are present on site i.e. meetings and other events typically take place after school hours |
| Use of school premises by other organisations during school day | Risk of harm not being recognised or reported properly and promptly.  Risk of harm to child by visitor or volunteer. | Child Safeguarding Statement  Currently premises are not used by other organisations when children are present on site i.e. polling station |
| School Transport | Risk of harm not being recognised or reported properly and promptly.  Risk of harm to child by bus driver.  Risk of harm to child by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour.  Risk of inappropriate communication between the child and the adult and another child.  Risk of harm to children with SEN. | The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting. |
| Administration of Medication | Risk of harm not being recognised or reported properly and promptly.  Risk of child being harmed by a member of staff or by another child.  Risk of inappropriate communication between the child and the adult.  Risk of harm to children who have particular vulnerabilities. | Administration of Medication Policy fully implemented  Staff trained in First Aid  Training for staff provided by the BOM in whatever care need may arise ie. epilepsy, diabetes , anapen |

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| Administration of First Aid | As Above. | Administration of Medication Policy fully implemented  Staff trained in First Aid |
| Break times :Toileting  Two classrooms sharing the one boys’ toilet area and one girls’ toilet area | Risk of harm not being recognised or reported properly and promptly.  Risk of child being harmed by a member of staff or by another child.  Risk of harm to child by another child.  Risk of harm due to bullying.  Risk of harm to child with SEN. | All staff aware of their roles and responsibilities and procedures to be followed at these times  Class teachers to stagger entry and dismissal to the toilet area  All staff aware of their roles and responsibilities and procedures to be followed in regards to toilet passes from the classroom  Anti- Bullying Policy fully implemented  Code of Behaviour Policy fully implement |
| Participation in Religious ceremonies/religious instruction external to the school | Risk of harm not being recognised or reported properly and promptly.  Risk of child being harmed by a member of personnel or by another child.  Risk of child being harmed by volunteer or visitor  Risk of harm due to inadequate supervision.  Risk of harm due to inappropriate communication between child and adult or another child.  Risk of harm to Children with SEN. | All staff aware of their roles and responsibilities and procedures to be followed in regards to leaving the classroom for ceremonies  Class teacher present at all times  SEN/ SNA may assist  Supervision policy fully implemented  Anti- Bullying Policy fully implemented  Code of Behaviour Policy fully implement |

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| Trips to serve at Mass during school time | As above. | All staff aware of their roles and responsibilities and procedures to be followed in regards to releasing a child to serve at a funeral Mass during school time  a) Written permission from both parents  b) Pupils must be signed out and escorted to the gate and then collected by a vetted Church representative  c) Pupils must be returned to the gate by a vetted Church representative and returned to the school  Child Care and Protection Statement in place by Fr.Scanlan. |
| Daily Arrival and Dismissal of pupils.  Recreation Breaks  Outdoor teaching Activities.  Wet days | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel /parent/guardian/or by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision  Risk of harm due to inappropriate communication between child and adult and adult and another child.  Risk of harm due to inadequate Code of Behaviour.  Risk of harm to Children with SEN. | All staff aware of their roles and responsibilities and procedures to be followed  Arrival and Dismissal Procedures in place  Supervision Policy fully implemented  Yard management system in place  Wet-Day procedures in place  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  All visitors to report to the Office  Personal pupil plan and IEP for each pupil with SEN complex needs |

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| External personnel to supplement Curriculum  External personnel to supplement sports and extra-curricular activities  Sport Coaches  Sporting Activities  Swimming  Sports Day  Active Week  Concerts  Caper Reading  Fundraising events involving pupils  Use of off-site facilities activities  This list is not exhaustive | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel /parent/guardian/or by another child.  Risk of child being harmed by visiting personnel.  Risk of child being harmed by a member of taff or another organisation.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inappropriate communication between child and adult and adult and another child.  Risk of harm due to inadequate Code of Behaviour.  Risk of harm to Children with SEN. | The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.  All Parent Volunteers are vetted  SEN or SNA will escort the class along with the class teacher to the hall / pitch/church /other  Class teacher to remain at all times with Coach/ visitor/ during class activities  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Personal pupil plan and IEP for each pupil with SEN complex needs |
| Outside School Activities: to include  Swimming  Blitzes  Cork City Sports  Orienteering  Scór  Life-time Lab  Opera House etc  This list is not exhaustive | As Above. | School Excursion Policy  The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.  SEN or SNA will assist  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Positive Behaviour Management Strategies fully implemented  Personal pupil plan and IEP for each pupil with SEN complex needs |
| Teacher who has to leave the classroom | As Above. | Seek cover from another adult |
| Cookery Room | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel /parent/guardian/or by another child.  Risk of child being harmed involved in activity.  Risk of child being harmed by visiting personnel.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inappropriate communication between child and adult and adult and another child.  Risk of harm due to inadequate Code of Behaviour.  Risk of harm to Children with SEN. | All staff aware of their roles and responsibilities and procedures to be followed  All staff are aware of the location of the First Aid Kit  Supervision Policy fully implemented  SEN or SNA will assist  Pupils generally taken in groups  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Personal pupil plan and IEP for each pupil with SEN complex needs |

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| Absentees | As Above. | Statement of Strategy for School Attendance in place.  Attendance Policy in place.  Sign in/ Sign out Procedures for parents/guardians in place at the office  Parents will notify the school by phone or text before 9.40 a.m. if their child is not in school on a given day.  Late arrivals will be escorted to their classroom by parent/ guardian.  Child will be collected from classroom or escorted to the classroom  Children who use the bus will be escorted to the gate and collected at the gate by supervising personnel |
| Children waiting at the reception area for collection | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel /parent/guardian/or by another child.  Risk of child being harmed by visiting personnel.  Risk of harm due to inappropriate communication between child and adult and adult and another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour.  Risk of harm to Children with SEN. | All staff aware of their roles and responsibilities and procedures to be followed  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully imemented |
| Use of Information and Communication Technology by pupils in school | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel or by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour.  Risk of harm due to school personnel communicating inappropriately with child /children via social media , texting etc.  Risk of harm due to school personnel accessing/circulating inappropriate material via social media, texting etc.  Risk of harm due to inappropriate communication between child and adult and adult and another child.  Risk of harm to Children with SEN. | All staff aware of their roles and responsibilities and procedures to be followed  AUP Policy fully implemented  Internet Safety Policy fully implemented  Electronic Devices is Policy fully implemented.  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  The teachers will have regular discussion around usage of computers in class. |
| Use of video/Photography/other media to record school events | As Above. | All staff aware of their roles and responsibilities and procedures to be followed  No photos of individual children posted on social media  Names not attached  At school events parents/guardians are advised that photos and videos taken of children other than their own cannot be shared on social media |
| Applications of Sanctions under the school’s Code of Behaviour | Risk of harm by a member of personnel or by another child.  Risk of harm due to bullying.  Risk of harm due to inadequate supervision.  Risk of harm due to inappropriate communication between child and adult and adult and another child.  Risk of harm to Children with SEN. | Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  Yard management system in place |
| Sensory Breaks | As Above. | The school adheres to the requirements of the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented  All staff aware of their roles and responsibilities and procedures to be followed  Pupils are generally taken in groups.  Personal pupil plan and IEP for each pupil with SEN complex needs  Care Plan in place |
| Curricular Provision in respect of SPHE, RSE, Stay Safe | Non Teaching of Same. | School implements SPHE, RSE and Stay Safe polices in full |

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| Critical Incident | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel or by another child.  Risk of harm due to inadequate supervision.  Risk of harm due to inadequate code of behaviour. | All staff aware of their roles and responsibilities and procedures to be followed  Critical Incident policy fully implemented  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented |
| Water Butt | Risk of harm not being recognised or reported properly and promptly.  Risk of harm by a member of personnel or by another child.  Risk of harm due to inadequate code of behaviour.  Risk of harm due to inadequate supervision.  Risk of harm due to bullying. | All staff aware of their roles and responsibilities and procedures to be followed  Supervision Policy fully implemented  Code of Behaviour Policy fully implemented  Anti- Bullying Policy fully implemented |
| OT Playground | As above | As above |
| Pupils of Minority Religious Faiths | Risk of harm to child /adult. | Supervision procedures in place |
| Use of school premises by P.A. and B.O.M. and other organisations | Risk of harm to child.  e.g. Grandparents day (teas, coffees). | Supervision Policy. |

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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.

**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.

The Addendum to Children First: National Guidance for the Protection and Welfare of Children published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

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.

**Examples of School Activities**

* Daily arrival and dismissal of pupils
* Recreation breaks for pupils
* Classroom teaching
* One-to-one teaching
* One-to one learning support
* One-to-one counselling
* Outdoor teaching activities
* Online teaching and learning remotely
* 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
* Management of provision of food and drink
* 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
* Children with medical needs
* 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, including social media
* 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 inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
* Risk of harm due to bullying of child
* Risk of harm due to racism
* 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, including medical 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 an inappropriate 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* and it’s Addendum (2019)
* 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 undertakes anti-racism awareness initiatives
* 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 DE 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 an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
* The school has in place a policy governing the use of smart phones and tables devices in the school by pupils as per circular 38/2018
* 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