**Child Safeguarding Statement**

**Scoil Seanáin Naofa, Cloghroe**

Cloghroe NS 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 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 Cloghroe NS 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  **Emma Dineen**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Eilish McSweeney**
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 DES 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 DES and available on the DES 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
* Enables 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 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, 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 attached as an appendix to these procedures.
* The various procedures referred to in this Statement can be accessed via the school’s website, the DES website or will be made available on request by the school.
* The name of the DLP and other relevant support services are displayed in a prominent position near the main entrance to the school.
* In addition to informing the school authority of those cases where a report involving a child in the school has been submitted to Tusla, the DLP shall also inform the school authority of cases where the DLP sought advice from the HSE and as a result of this advice, no report was made. At each BoM meeting, the Principal’s Report shall include the number of all such cases and this shall be recorded in the minutes of the board meeting.
* Scoil Seanáin Naofa will undertake an annual review of its Child Protection Policy and its implementation by the school. A checklist, to be used in undertaking the review is included at **Appendix 1.** The school has put in place an action plan to address any areas for improvement which might be identified in the annual review. The Board of Management shall make arrangements to inform school personnel that the review has been undertaken. Written notification that the review has been undertaken shall be provided to the Parent Association. A record of the review and its outcome shall be made available, if requested, to the patron and the DES.
* Physical contact between school personnel and the child should always be in response to the needs of the child and not the needs of the adult. While physical contact may be used to comfort, reassure or assist a child, the following should be factors in determining its appropriateness:
* It is acceptable to the child
* It is open and not secretive
* The age and developmental stage of the child
* School personnel should avoid doing anything of a personal nature for children that they can do for themselves.
* School personnel should never engage in or allow:
* The use of inappropriate language or behaviours
* Physical punishment of any kind
* Sexually provocative games or suggestive comments about or to a child
* The use of sexually explicit or pornagraphic material
* All media products (CDs, DVDs etc.) should be checked for their appropriateness with regard to age and suitability.
* **Visitors/Guest Speakers:** Visitors/Guest speakers should never be left alone with pupils. The school (principal/ teachers) has a responsibility to check out the credentials of the visitor/guest speaker and to ensure that the material in use is appropriate.
* **Children with specific toileting/intimate care needs:**

See Intimate Care and Toileting Policy

* **Accidents:** While every precaution will be taken under our Health and Safety Statement to ensure the safety of children, we realise that accidents will happen. Accidents will be noted in our Incident book and will be addressed under our Accident Policy as part of Health and Safety.
* **One-to-one teaching:**
* It is the policy in this school that one-to-one teaching can often be the teaching method that is in the best interest of the child.
* Every effort will be made to ensure that this teaching takes place in an open environment**.** Parents of children who are to be involved in prolonged one-to-one teaching will be informed and their agreement sought**.**
* Work being carried out by Special Needs Assistants will be carried out under the direction of the class teacher in an open environment.
* When possible children should work in groups
* Staff will endeavour not be alone in a classroom with one child or to detain a child on their own after school.
* In the case of special needs pupils where resource hours and assistance are sanctioned on an individual basis, it is school policy that staff in such a situation should work with the classroom door open where possible, thus rendering the occupants visible at all times.
* **Changing for games/ PE / Swimming**
* Pupils will be expected to dress and undress themselves for Games/ PE/ Swimming. Where assistance is needed this will be done in the communal area and with the consent of parents. Under no circumstances will members of staff/ volunteers be expected to or allowed to dress/undress a child in a cubicle/private area. In such situations where privacy is required, the parents/guardians of the child will be asked to assist the child.
* In the situation where Staff take classes swimming, they should make sure that there are two adults in attendance at all times. The dressing rooms and pool area should be well supervised.
* **Attendance**: Our school attendance will be monitored as per our attendance policy. With regards to child protection, we will pay particular attention to trends in non-attendance. We will also monitor non-attendance in correlation with signs of neglect/physical/emotional abuse. The Deputy Principal is responsible for monitoring school attendance and forwarding information regarding absenteeism to TUSLA, as required.
* **Behaviour:** Children are encouraged at all times to play co-operatively and inappropriate behaviour will be addressed under our Code of Behaviour. Evidence of harm as define in the Children First Act, 2015 (section 2) will be reported to the DLP, who will record it and respond to it appropriately.
* **Bullying:** Bullying behaviour is addressed under our Anti-Bullying policy. Evidence of harm as define in the Children First Act, 2015 (section 2) will be reported to the DLP, who will record it and respond to it appropriately.
* **Children travelling in staff cars**: Members of the school staff will not carry children alone in their cars at any time.
* **Communication:** Every effort will be made to enhance pupil-teacher communication. If pupils have concerns they will be listened to sympathetically. The SPHE/Oral Language/RE programmes allow for open pupil-teacher communication, which is hoped will aid the pupil-teacher relationship.
* **Training of Staff:** The DLP will be responsible for informing all new teachers and ancillary staff of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the Child Protection Procedures for Primary and Post Primary Schools 2017. The DLP will be responsible for advising new members of staff that the documents are on the school server All teachers are expected to teach the designated SPHE objectives for their class.
* **Induction of Pupils:** All parents and children will be made aware of attendance rules and their implications as laid down in the Education Welfare Act (2000). All parents will be informed of the programmes in place in the school that deal with personal development e.g. RSE, Walk Tall, Stay Safe and SPHE. All new parents will be given a copy of the school’s enrolment policy, which outlines the procedures parents and children should use when contacting the school if there are absences or concerns of an educational/personal/family matter. Parents are encouraged to make an appointment with the class teacher/principal if they wish to discuss their child’s progress. The school’s Code of Behaviour and Anti-Bullying policies will be made available to all parents.
* **Internet Safety:** Pupils will be supervised at all times when using the Internet. See Internet Safety Policy.
* **Supervision:** The school’s supervision policy will be followed by all staff to ensure that there is comprehensive supervision of children at all breaks. A rota will be displayed to cover both breaks. See Yard Supervision Policy for agreed rules around break-times and procedures around teacher absences.
* **Visibility:** Teachers will ensure that children are visible in the school playground. Children will not be allowed to spend time in classrooms, toilets or sheds where they would not be under adult supervision. They are not to leave the school playground, without permission,or to engage with adults who are outside of the school playground during break-time.

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.



# **Child Safeguarding Risk Assessment**

## **Written Assessment of Risk of Cloghroe N.S.**

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of Cloghroe N.S.

1. **List of school activities**

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| * Daily arrival and dismissal of pupils
* Classroom teaching
* One-to-one teaching
* Outdoor teaching activities
* Sporting Activities
* School outings
* Annual Sports Day
* Fundraising events involving pupils
* Use of off-site facilities for school activities
* Care of children with special educational needs, including intimate care where needed
* Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
* 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 support sports and other extra-curricular activities
* 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
* 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
* Use of Information and Communication Technology by pupils in school
* Application of sanctions under the school’s Code of Behaviour including detention of pupils, confiscation of phones etc.
* Students participating in work experience in the school
* 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
* Recreation breaks for pupils
* Use of toilet/changing/shower area in schools (to include sanitary towels etc.)
* Use of external personnel to supplement curriculum
* Administration of Medicine
* Administration of First Aid
* Homework club/evening study
* School transport arrangements including use of bus escorts
* Participation by pupils in religious ceremonies/religious instruction external to the school
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1. **The school has identified the following risk of harm in respect of its activities -**

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

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| * All school personnel are provided with a copy of the school’s *Child Safeguarding Statement*
* The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
* School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
* The school implements in full the Stay Safe Programme
* The school implements in full the SPHE curriculum
* The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department’s *Anti-Bullying Procedures for Primary and Post-Primary Schools*
* The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
* The school has in place a policy and clear procedures in respect of school outings
* The school has a Health and Safety Policy
* The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
* The school has a code 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
* The school ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement
* The school encourages staff to avail of relevant training
* The school encourages board of management members to avail of relevant training
* The school maintains records of all staff and board member training
* The school has in place a policy and procedures for the administration of First Aid
* The school has in place a code of behaviour for pupils
* The school has in place an ICT policy in respect of usage of ICT by pupils
* The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
* The school has in place a Critical Incident Management Plan
* The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
* The school has in place 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 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
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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.

This risk assessment has been completed by the Board of Management on 9th March 2018. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

