

Child Safeguarding Risk Assessment
(of any potential harm)
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 PostPrimary Schools (revised 2023), the following is the Written Risk Assessment of Scoil Íosagáin Ballybunion

List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Training of school personnel in Child Protection matters	High	Harm not recognised or reported promptly	Child Safeguarding Statement & DES procedures made available to all staff (display in main hall) DLP& DDLP to attend PDST face to face training (as available) requested training Sept 2023 and none was offered All Staff to view Túsla training module & any other online training offered by PDST. New staff members asked to familiarise themselves with our policies and procedures and to engage with TUSLA training modules 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
One to one teaching	Med	Harm by school personnel	BOM records all records of staff and board training (from February 2018 onwards) School has procedure in place for one to one teaching Table between teacher and pupil Glass in window or door to remain open
Care of Children with special needs, including intimate care needs	High	Harm by school personnel	Policy on intimate care Code of conduct for teachers Agreed code of conduct for SNAs

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Toilet areas	High	Inappropriate behaviour Safety concerns around bathroom facilities	Supervision policy Code of Behaviour Health and Safety Policy
Curricular Provision in respect of SPHE, RSE, Stay safe.	Med	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full on a 2 yearly cycle. SPHE is carried out in all classes on Monday afternoons and Tuesday afternoons as per SPHE policy CM records same
LGBT Children/Pupils perceived to be LGBT	Low	Bullying	Anti-Bullying Policy Code of Behaviour Seek advice from NEPS where necessary
List of School Activities		The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Daily arrival and dismissal of pupils	Med	Harm from older pupils, unknown adults on the playground	Arrival and dismissal supervised by Teachers and/or SNAs
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	High	Injury to pupils and staff	Professional code of conduct Health & Safety Policy Code of Behaviour Supervision Policy Written consent from individual parents as appropriate
Sports Coaches	Med	Harm to pupils	Policy & Procedures in place
Students participating in work experience	Low	Harm by student	Work experience Policy Child Safeguarding Statement.
Recreation breaks for pupils	High	Harm from other children	Supervision policy Health and Safety Policy Code of Behaviour
Classroom teaching	Med	Harm from teacher, SNA or other students	Professional code of conduct for teachers Correct recruitment procedures Vetting process

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			Anti Bullying Policy Code of Behaviour
One-to-one teaching	High	Harm by school personnel	Agreed procedure for one to one teaching-table between teacher and pupil, glass in window or door to remain open Professional code of conduct for teachers
Outdoor teaching activities	Med	Harm to pupils	Professional code of conduct for teachers Code of Behaviour Anti Bullying Policy Visiting teachers policy as appropriate
Sporting Activities	Med	Harm to pupils	Professional code of conduct for teachers Code of Behaviour Supervision Policy
List of School Activities		The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
School outings	High	Harm to pupils	Professional code of conduct for teachers Code of Behaviour Supervision Policy Critical incident policy
Use of toilet/changing/shower areas in schools	High	Harm to Pupils	Toileting and Intimate policy in place Supervision policy
Annual Sports Day	Med	Harm to Pupils	Professional Code of Conduct for teachers Code of Behaviour Supervision policy
Fundraising events involving pupils	Med	Harm to Pupils	Code of Behaviour Supervision Policy
Use of off-site facilities for school activities (swimming)	High	Harm to pupils	Code of Behaviour Supervision Policy Toileting and Intimate care policy Critical incident policy Regular contact with pool staff

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School transport arrangements including use of bus escorts	High	Harm to pupils Harm to escort and/or driver	Code of Behaviour Correct recruitment procedures GARDA vetting
Participation by pupils in religious ceremonies/religious instruction external to the school	Med/High	Harm to pupils	Code of Behaviour Anti Bullying policy Teacher and SNA agreed code of conduct in line with church's own child protection safety statement
List of School Activities		The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	High	Harm to Pupils Harm to Staff	Code of Behaviour Professional Code of Conduct for Teachers
Administration of Medicine Administration of First Aid	High	Harm to Pupils	Administration of Medicines Policy Health and Safety Policy Indemnity form
Curricular provision in respect of SPHE, RSE, Stay Safe	Low	Ensuring SPHE curriculum is fully implemented over a 2year period	SPHE Policy CM
Prevention and dealing with bullying amongst pupils	High	Harm to Pupils	Code of Behaviour including Anti Bullying Policy SPHE Policy Regular CPD for staff (as available)
Training of school personnel in child protection matters	Med-High	Ensuring that all staff are up to date on CP issues, that they are appropriately vetted and that they are aware of how to report potential CP issues	All staff have reviewed TUSLA online resources and have completed the necessary assessment obtaining a minimum of 90% in the assessment, certificates are available in the office. These are valid until 2025 DLP and DDLP attend all training provided as it arises Staff keep CP at the forefront of all discussion and have at least one training/review session per year

Use of external personnel to supplement curriculum	Med-High	Harm to Pupils	Visiting teacher Policy Supervision Policy Professional Code of Conduct for Teachers
List of School Activities		The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
<p>Care of pupils with specific vulnerabilities/needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) children • Pupils perceived to be LGBT • Pupils of minority religious faiths • Children in care • Children on CPNS • Children with special needs (particularly children with ASD) 	High	Harm to pupils	<p>Code of Behaviour, including anti bullying policy Code of Professional Conduct for Teachers Consistent communication strategies for parents to address any concerns Liaison with NEPS psychologist for advice as and when situation arises</p>
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> • 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 		Harm not recognised or properly or promptly reported	<p>Child Safeguarding Statement & DES procedures made available to all staff</p> <p>Staff to view Tusla training module & any other online training offered by PDST</p> <p>Vetting Procedures</p> <p>Principal to attend Recruitment Training when it arises (most recent attendance May 22nd 2024.)</p>

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Use of school premises by other organisation during school day- Construction workers and their associated contractors for the duration of the school build project	Med/High	Harm to pupils Harm to staff Harm to the wider community	A PSDP has been appointed to ensure that necessary health and safety precautions are taken by parties entering the school premises (site signage etc) Supervision policy in place
List of School Activities		The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Use of Information and Communication Technology by pupils in school	Med	Bullying Online abuse/predator	ICT policy/Digital Learning Plan AUP Anti-Bullying Policy Code of Behaviour
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Med	Harm to Pupils	Code of Behaviour Professional Code of Conduct for teachers Mobile Phone Policy
Students participating in work experience in the school	High	Harm by Pupils Harm to Pupils	Work experience policy Safety Statement Liaison with secondary school to ensure correct procedures RE vetting etc are followed
Student teachers undertaking training placement in school	Med	Harm to Pupils	Work experience policy Safety Statement Professional Code of Conduct for Teachers Liaison with colleges to ensure correct procedures RE vetting etc are followed
Use of video/photography/other media to record school events	Med/High	CP issues	Communication Policy Registration/Enrolment Form (Parental requests)
After school use of school premises by other organisations	Low	Harm to pupils	Follow CPSMA guidelines RE insurance, CP, Garda Vetting

DEIS Summer camp	Med/High	Harm to pupils Harm to staff CP issues	Code of professional conduct for teachers Correct recruitment procedures Necessary policies in place(CP, H&S, etc) Code of Behaviour Vetting Process
School Transport Service/Escort	High	Harm to pupils Harm to staff CP issues	Code of conduct for ancillary staff Correct recruitment procedures Policies in place (Health and Safety, Child Protection, Critical Incident Policy) Relevant insurance and correct procedures with Bus Eireann (This arrangement will be ending in June 2022 but could arise again in the future)

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 May 29th 2024. It will be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed:  Date 29.05.2024
Sean Costelloe

Chairperson, Board of Management

Signed:  Date 29.05.2024
Ita Walsh
Principal/Secretary to the Board of Management

Mandatory Template 2: Checklist for Review of the Child Safeguarding Statement

The [Child Protection Procedures for Primary and Post-Primary Schools \(revised 2023\)](#) require that the Board of Management must undertake a review of its Child Safeguarding Statement and that the following checklist shall be used for this purpose. **The review must be completed every year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers.** Undertaking an annual review will also ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement every two years.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list of the issues to be considered. Individual Boards of Management shall include other items in the checklist that are of relevance to the school in question.

As part of the overall review process, Boards of Management should also assess relevant school policies, procedures, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the school’s Child Safeguarding Statement, the Children First Act 2015, the Addendum to Children First (2019) and the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*.

	Yes/No
1. Has the Board formally adopted a Child Safeguarding Statement in accordance with the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
2. Is the Board satisfied that the Child Safeguarding Statement is displayed in a prominent place near the main entrance to the school?	Yes
3. As part of the school’s Child Safeguarding Statement, has the Board formally adopted, without modification, the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
4. Does the school’s Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the Addendum to Children First)	Yes
5. Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	Yes
6. Has the Risk Assessment taken account of the risk of harm relevant to online teaching and learning remotely?	Yes
7. Has the DLP attended available child protection training?	Yes
8. Has the Deputy DLP attended available child protection training?	Yes
9. Have any members of the Board attended child protection training?	Yes
10. Has the school appointed a DLP and a Deputy DLP?	Yes
11. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	Yes
12. Has the Board arrangements in place to communicate the school’s Child Safeguarding Statement to new school personnel?	Yes
13. Is the Board satisfied that all school personnel have been made aware of their responsibilities under the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and the Children First Act 2015?	Yes
14. Has the Board received a Principal’s Child Protection Oversight Report (CPOR) at each Board meeting held since the last review was undertaken?	Yes
15. Since the Board’s last review, did each CPOR contain all of the information required under each of the 4 headings set out in sections 9.5 to 9.8 inclusive of the procedures?	Yes
16. Since the Board’s last review, has the Board been provided with and reviewed all records relevant to the CPOR?	Yes

17. Is the Board satisfied that the records provided are anonymised and redacted as necessary to ensure that the identities of children and any other parties, including school personnel, to whom the concern or report relates are not disclosed?	DLP continues to work on this
18. Since the Board's last review, have the minutes of each Board meeting appropriately recorded the records provided to the Board as part of CPOR?	Yes
19. Have the minutes of each Board meeting appropriately recorded the CPOR?	Yes
20. Is the Board satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?	Yes
21. Is the Board satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of school personnel against whom an allegation of abuse or neglect has been made?*	N/A
22. Where applicable, were unique identifiers used to record child protection matters in the Board minutes?	Yes
23. Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?	Yes
24. Has the Board been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	No
25. In relation to any cases identified at question 20 above, has the Board ensured that any notifications required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> were subsequently issued by the DLP?	Yes
26. Has the Board ensured that the Parents' Association (if any), has been provided with the school's Child Safeguarding Statement?	Yes (available on our website)
27. Has the Board ensured that the patron has been provided with the school's Child Safeguarding Statement?	Yes (emailed)
28. Has the Board ensured that the school's Child Safeguarding Statement is available to parents on request?	Yes (on website)
29. Has the Board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)	Yes
30. Has the Board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school? (applies to post-primary schools)	N/A
31. Has the Board ensured that the SPHE curriculum is implemented in full in the school?	Yes
32. Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *	Yes
33. Is the Board satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?*	Yes (See sub padlet for temporary staff)
34. Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*	Yes
35. Has the Board considered and addressed any complaints or suggestions for improvements regarding the school's Child Safeguarding Statement?	N/A
36. Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes..info sent to Chairperson of PA

37. Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	June 2023, feeling safe in school survey
38. Is the Board satisfied that the ' <i>Child Protection Procedures for Primary and Post Primary Schools Post-Primary Schools (revised 2023)</i> ' are being fully and adequately implemented by the school?	Yes
39. Has the Board identified any aspects of the school's Child Safeguarding Statement and/or its implementation that require further improvement?	Look at redaction procedures and look at reviewing AUP policy in 2024/25
40. Has the Board put in place an action plan containing appropriate timelines to address those aspects of the school's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement?	Yes
41. Has the Board ensured that any areas for improvement that were identified in any previous review of the school's Child Safeguarding Statement have been adequately addressed?	Yes

*In schools where the ETB is the employer, the responsibility for meeting the employer's requirements rests with the ETB concerned. In such cases, this question should be completed following consultation with the ETB.

Signed  Date 29.05.2024

Chairperson, Board of Management

Signed  Date 29.05.2024

Principal/Secretary to the Board of Management

Note: Where a school is undertaking its first review, references in this checklist to the "last review" shall be taken to refer to the date on which the Child Safeguarding Statement was first put in place.