

Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Rathfarnham ETNS is a primary school providing primary/post-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 Addendum to Children First (2019), 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 RETNS 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 Maeve Mc Carthy
3. The Deputy Designated Liaison Person (Deputy DLP) is Anna O'Herlihy

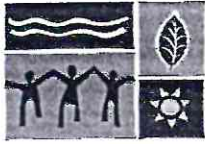
4. The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the school will adhere to the 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.

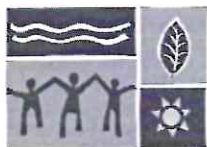
The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

5. 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 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.
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.

This Child Safeguarding Statement was adopted by the Board of Management on 14.11.22.

Signed: *Adrian Boyce*

Chairperson of Board of Management

Date: 16/11/22

Signed: *Maeva M. Costello*

Principal/Secretary to the Board of Management

Date: 14/11/22

Child Safeguarding Risk Assessment

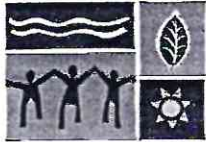
Written Assessment of Risk of Rathfarnham ETNS

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

1. List of school activities

Recruitment of school personnel
Training of school personnel in Child Protection matters
One to one teaching
Classroom teaching
Curricular Provision in respect of SPHE, RSE, Stay Safe
Care of children with additional needs including intimate care needs
Use of toilet/changing/shower areas in school/swimming pool
Assembly and dismissal of children
Managing of behaviours of concern, including appropriate use of restraint where required
Sports coaches offering skills training during school day
Student teachers and student ANAs undertaking training placement in school
TY students participating in work experience
Recreation breaks for children
Outdoor teaching activities
Sporting activities
Half One Club (for Infants) and Half Two Club (Homework Club)
Annual Sports Day
School outings
Fundraising events involving children (during school day)
Fundraising events involving children (outside school hours)
Use of off-site facilities for school activities
Management of provision of food and drink

Administration of medicine
Administration of First Aid



Prevention and dealing with bullying

Use of external personnel to supplement curriculum

Care of pupils with specific vulnerabilities/needs such as

- Children from ethnic minorities/migrants
- Lesbian, Gay, Bisexual or Transgender (LGBT) children
- Pupils perceived to be LGBT
- Belief Systems
- Children in Care
- Children on CPNS
- Vulnerable Children (due to family issues)
- Children with medical needs

Extra-Curricular Activities organised by PA

Use of school premises by other organisation during school day, e.g. sports, drama groups, etc.

After school use of school premises by other organisations

Use of Information and Communication Technology by children in school

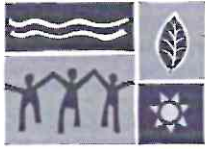
Use of Information and Communication Technology including zoom for purposes of remote learning during COVID 19 period

Recruitment of:

- 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

Application of sanctions under the school's Code of Behaviour such as confiscation of phones etc.

Use of video/photography/other media to record school events



2. The school has identified the following risk of harm in respect of its activities -

Risk of harm not recognised or reported properly and / or promptly by school personnel

Risk of harm to child by school personnel, other children

Risk of harm to child by volunteer or visitor to the school

Risk of harm to child 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 to child by unknown adults or known adults during remote learning during COVID 19 period

Risk of harm to child as a result of inappropriate use of Information and Communication Technology in school

Risk of harm caused by member of school personnel communicating with child 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

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 to child with AEN who has particular vulnerabilities, including medical vulnerabilities

Risk of harm to child while a child is receiving intimate care

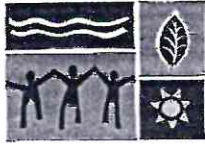
Risk of harm due to inappropriate behaviour

Risk of harm due to bullying

Risk of harm due to non-teaching of curricular requirements

Risk of harm in one-to-one teaching situation

Risk of harm due to injury to children and/ or staff



3. The school has the following procedures in place to address the risks of harm identified in this assessment -

School adheres to statutory vetting requirements of National Vetting Bureau and recruitment circulars published by DE

The school's Child Safeguarding Statement & DE procedures provided to all staff

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 its Addendum (2019)

The school complies with the agreed disciplinary procedures for teaching staff

DLP & DDLP have attended PDST face to face training

All Staff complete Tusla training module & any other online training offered by PDST, and receive certification

Board of management members encouraged to avail of relevant training

BOM records staff and Board training

Annual review checklist completed by Board of Management

Regular awareness raising at staff meetings.

Where there is a risk to children's health and wellbeing, such as a potentially violent or abusive home environment, where the DLP or DDLP becomes aware of such a concern, it will be reported to Tusla.

The school has in place a Critical Incident Management Plan

Additional Educational Needs policy includes procedures on one-to-one teaching and intimate care

Support for adults/extra supervision if required

Regular mention of Additional Educational Needs policy at staff meetings

Strategic placement of ANAs when subs required

Daily routine sheet of ANAs available

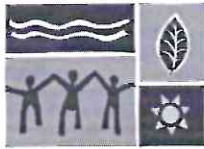
Supervision policy - supervision of pupils by teachers in all areas of the school and constant vigilance by all staff

School implements SPHE, RSE, and Stay Safe in full. Items relating to programmes are discussed at staff meeting

Inclusive school ethos

Policy & Procedures in place

- Health & Safety Policy
- Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- Code of Behaviour



- Acceptable Use Policy in place, to include provision for online teaching and learning remotely and use of mobile phones

All policies communicated to parents/ guardians and available on school website

Breaktime Buddies Team

Well-being promoted in-school through range of activities

Vetting procedures

Arrival and Dismissal supervised by staff

Children who are not collected return to reception and parents/guardians are contacted

Vigilance by parents/guardians on school grounds

Administration of medicines/first aid

Medical administration policy

Medical file in all classrooms

Strict procedures followed when administering medicine

Senior staff member in charge of procedures

Regular reference to Medical Administration Policy at staff meetings

Adequate number of staff with full First Aid Training. All staff avail of basic First Aid training, financed by Board of Management

Risk of bullying

Anti-Bullying Policy

Code of Behaviour

Breaktime Buddies Team

Well-being promoted in-school through range of activities and programmes

Restorative practices encouraged

School implements SPHE, RSE, and Stay Safe in full

Regular time given for discussion of behaviour at staff meetings

Co-operation and liaison with outside agencies (e.g. NEPs) and transition planning for secondary schools (in-school programme, meeting with teachers etc.)

After school activities

PA supervision

Child Safeguarding Statement & DE procedures provided to PA

Vetting procedures in place

Established procedures for Extra Curricular providers

Activities by external providers

Established relationship with the school

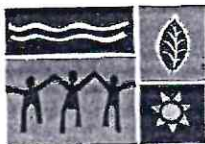
Adequate supervision in place

Child Safeguarding Statement displayed prominently in school

Contractual agreement with external providers states:

a) The hirer shall have in place up to date Health and Safety policies and show adherence to same. (A copy of RETNS Health & Safety Policy on display in front lobby of school).

b) The hirer shall have in place up to date Child Protection policies, including Garda vetting.



Use of Information and Communication Technology in School

Children taught about safe internet usage during each academic year before accessing the internet in school.

Internet safety posters displayed by teachers.

Outside agencies such as Zeeko and Barnardos deliver Internet Safety sessions to children on a regular basis

Page on Internet Safety in Homework Journal

Children, parents and staff are advised to visit websites such as www.webwise.ie for information on the safe usage of the internet.

Staff receive regular CPD on Internet Safety

The school's filtering system is used in order to minimise the risk of exposure to inappropriate material in school.

ICT sessions are supervised by a teacher and children's use of the Internet is monitored.

Teachers using interactive whiteboards and projectors are particularly vigilant and preview the material being presented in order to ensure that it is age appropriate and adheres to the conditions of the Acceptable Use Policy.

Students do not upload or download software, music or videos without prior permission from a staff member.

The use of any form of removal storage (such as memory sticks, CD-ROMs etc.) must be with the permission of a staff member.

Students observe good 'netiquette' (i.e. etiquette on the internet) at all times and will not undertake any actions that may bring the school into disrepute. Good netiquette will be demonstrated to the children through activities on sites such as www.webwise.ie

Use of Information and Communication Technology including zoom for purposes of remote learning during COVID 19 period

Emails from teachers sent to parents' email addresses

Code of Behaviour for Online Classes or Meetings

Staff guidance for using zoom securely

Two staff members act as co-hosts on zoom for group sessions

Parents expected to be within earshot of zoom sessions

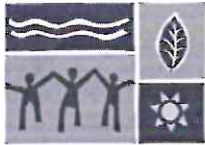
Education zoom licence with enhanced security settings

Recording of zoom sessions prohibited

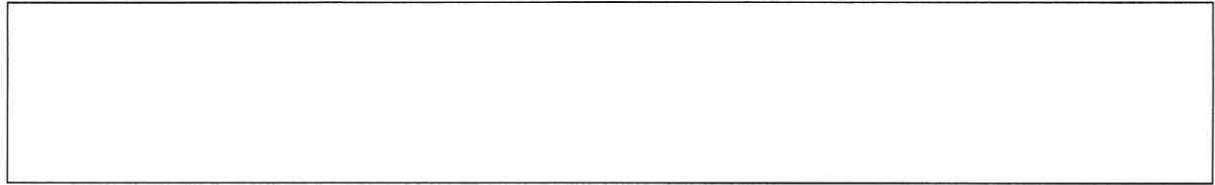
Updated ICT Acceptable Use Policy for COVID period

Consent from parents for use of online platforms

RATHFARNHAM



EDUCATE TOGETHER
NATIONAL SCHOOL



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