

## Child Safeguarding Statement and Risk Assessment Template

### Child Safeguarding Statement

Rathfarnham ETNS 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 Addendum to Children First (2019), the Child Protection Procedures for Primary and Post Primary Schools (revised 2023) 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.

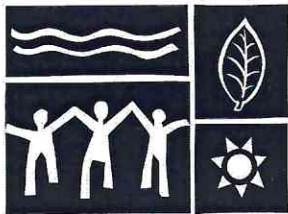
- 1 The Board of Management has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised (2023))* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is **Louise Ledwith**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Anna O'Herlihy**
- 4 The Relevant Person is **Louise Ledwith**  
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)
- 5 The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the school will adhere to the following principles of best practice in child protection and welfare:

The school will:

- recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations;
- fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children;
- fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters;
- adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
- develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- fully respect confidentiality requirements in dealing with child protection matters.

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

- 6 The following procedures/measures are in place:
  - In relation to any member of staff who is the subject of any investigation (however described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant



procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the [gov.ie](http://gov.ie) website.

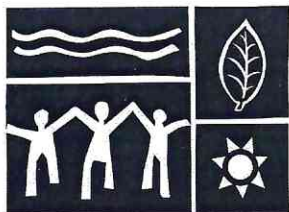
- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the Department of Education and available on the [gov.ie](http://gov.ie) website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
  - Has provided each member of staff with a copy of the school's Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
  - Encourages staff to avail of relevant training
  - Encourages Board of Management members to avail of relevant training
  - The Board of Management maintains records of all staff and Board member training
- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. A written assessment setting out the areas of risk identified and the school's procedures for managing those risks is included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school's website, the [gov.ie](http://gov.ie) website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 7 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.
- 8 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.



# RATHFARNHAM



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This Child Safeguarding Statement was adopted by the Board of Management on 8/5/25

This Child Safeguarding Statement was reviewed by the Board of Management on 1/12/25

Signed: Shonagh Byrne

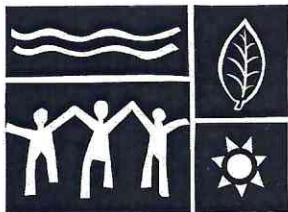
Chairperson of Board of Management

Signed: Louise Ledwith

Principal/Secretary to the Board of Management

Date: 1/12/25

Date: 1/12/25



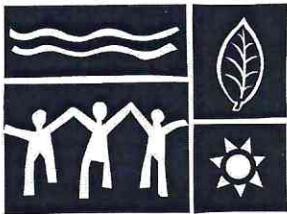
## Child Safeguarding Risk Assessment

### 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 2023*, 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)
- 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:

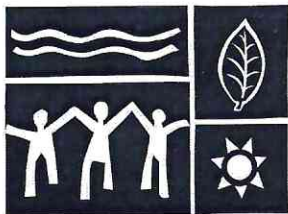
- Risk of harm not recognised or reported properly and/ or promptly by school personnel Risk of harm to child by school personnel, other children
- Risk of harm to child by volunteer or visitor to the school
- Risk of harm to child by a member of school personnel, a member of staff of another organisation 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 2023 are made available to all school personnel
- School Personnel are required to adhere to the Child Protection Procedures for Primary and Post Primary Schools 2023 and all registered teaching staff are required to adhere to the Children First Act 2015 and it's 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



# RATHFARNHAM



## EDUCATE TOGETHER NATIONAL SCHOOL

- 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

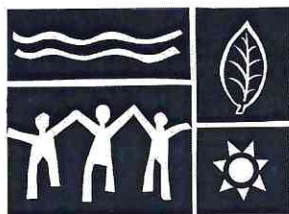
- Anti-Bullying Policy Code of Behaviour
- Breaktime Buddies Team
- Well-being promoted in-school through range of activities and programmes Restorative practices encouraged
- School implements SPHE, RSE, and Stay Safe in full
- Regular time given for discussion of behaviour at staff meetings
- Co-operation 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 Zecko 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](http://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](http://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

**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 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 student body.