

St. Mary's Parish Primary School

Bryanstown, Drogheda, Co. Louth.

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Príomhoide – John Weir · Leas Phríomhoide – Orla Briscoe · Roll No.: 20205G

Child Safeguarding Statement

St. Mary's Parish Primary School is a primary school providing primary education to pupils from Junior Infants to 6th Class.

In accordance with the requirements of the

1. Children First Act 2015,
2. Children First: National Guidance for the Protection and Welfare of Children 2017,
3. Child Protection Procedures for Primary and Post Primary Schools 2017 and
4. Túsla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of St. Mary's Parish Primary School has agreed the Child Safeguarding Statement set out in this document.

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.

1. The Designated Liaison Person (DLP) is **John Weir** (Principal).
2. The Deputy Designated Liaison Person (Deputy DLP) is **Orla Briscoe** (Deputy Principal).
3. 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.
4. 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 cooperate 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.

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
 - 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 above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the 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.

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.

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.

Anne Phillips
Chairperson of Board of Management

John Weir
Principal

April 2018

Child Safeguarding Risk Assessment: Written Assessment of Risk of St. Mary's Parish Primary School

In accordance with section 11 of the *Children First Act* of 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 St. Mary's Parish Primary School.

List of School Activities:

- Training of school personnel in Child Protection matters
- One to one teaching -
- Care of Children with special needs, including intimate care needs
- Curricular Provision in respect of SPHE, RSE, Stay safe.
- Daily arrival and dismissal of pupils
- Managing of challenging behaviour amongst pupils, including appropriate use of restraint
- Sports Coaches
- Students participating in work experience /training placement in school
- Recreation breaks for pupils
- Classroom teaching
- Outdoor teaching activities
- Sensory Room
- Sporting Activities -
- Homework club/evening study -
- School outings -
- Use of toilet/changing/shower areas in schools -
- Events involving other adults onsite in large numbers e.g Run Around the World.
- Fundraising events involving pupils
- School transport arrangements including use of bus escorts
- Administration of Medicine
- Administration of First Aid
- Use of Defibrillator -
- Prevention and dealing with bullying amongst pupils -
- Use of external personnel to supplement curriculum -
- 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 (Child Protection Notification System)
- 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
- Use of school premises by other organisation during school day **and** after school
- 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. -

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

The School has identified the following Risk of Harm

- Risk of harm not recognised or reported promptly
- Risk of harm by school personnel
- Risk of harm due to inappropriate behaviour and/or supervision of children in **all** toilet areas (including disabled).
- Risk of harm due to non-teaching of SPHE, RSE and Stay Safe.
- Risk of harm due to bullying by other students - physical, emotional or psychological
- Risk of harm from older pupils, unknown adults on the playground -
- Risk of harm in school by visitors, volunteers, students or placement students.
- Risk of injury to pupils and staff due to challenging behaviour amongst pupils, including restraint where required
- Risk of harm in one -to-one teaching, counselling, coaching situation or sensory room use
- Risk of harm caused by a member of school personnel accessing/circulating inappropriate materials via phones, social media, texting, digital devices or other manner.
- Risk of harm caused by another child accessing/circulating inappropriate materials via phones, social media, texting, digital devices or other manner.
- Risk of harm caused by a member of staff of other organisations or other persons while travelling /attending school activities including sporting activities.
- Risk of harm due to inadequate supervision of children while attending out of school activities.
- Risk of harm due to inadequate supervision of children while in school including sporting activities.
- Risk of harm by inadequate vetting of tour venue staff and other unknown adults on out of school activities.
- Risk of harm due to an inappropriate relationship/communication between child and another child or child and another adult.
- Risk of harm to children with SEN, those with particular vulnerabilities and those with intimate care needs.
- Risk of harm due to inadequate first aid procedures, including the administration of medicine.
- Risk of inaction due to duties/responsibilities under Child Safeguarding not being understood properly by all stakeholders
- Risk of harm due to inadequate supervision as a result of the Code of Behaviour.

The School has the following procedures in place to address the risks of harm identified in this assessment:

- 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
 - ◆ Maintains records of all staff and board member training.
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
- The DLD and the DDLP will attend face to face training on the Child Protection seminar (SPRING 2018) - 29/05/2018

- School personnel have completed online Túlisa training module (23/03/2018) and received certificates for same.
- The staff are reminded of the Child Protection safeguarding during the year at staff meetings.
- The school adheres to the Garda Vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- Teacher must meet the standards set out in the *Code of Professional Conduct for Teachers* set out by the Teaching Council 2012.
- One to one procedures are outlined in the *Special Education Policy* pg.12
- Intimate care and Toileting/accident procedures are outlined in the *Special Education Policy* Pages 12 and 13.
- Student Toilet monitors are trained appropriately with different procedures for the junior and senior yard, the toilet monitors are supervised by the teacher assigned to yard for the specific areas.
- The school implements in full the SPHE programme
- The school has an *Anti-Bullying Policy* which fully adheres to the requirements of the Department of Education *Anti-Bullying Procedures for Primary and Post-Primary Schools*.
- The school has in place a *Code of Behaviour* for all pupils.
- The school has a supervision roster and *Supervision Policy* in place to ensure the appropriate supervision of students before school, at break times and in class (where a class teacher is absent) Substitute teachers are briefed on rosters.
- The school has a ratio of 1:15 ratio of supervision for all outside school activities including tours, walks, matches, bus journeys etc. The children wear their uniforms or tracksuit unless deemed unsuitable to all school tours. The school follow the *School Tour/Outing Policy*. The *Child Safeguarding Statement* from the tour operator will be asked for by the school before going.
- The school follows our *Safety Statement* and first aid procedures.
- The school follows the *After School Club Policy* ratified on 14th September 2015
- Administration of Medicine procedures are outlined in the Pupil Profile Plans of students who have SNA access. The school follows an *Administration of Medicine Policy* (ratified 14th September 2015).
- A list of the staff members who have completed the defibrillator course and first aid course are kept in the Deputy Principal's office.
- All visitors to the school sign in and out at the office and wear a visitors badge. The security doors are kept locked during school times. The school procedures for *Visitors to the School* when external persons visit to supplement delivery of the curriculum and with external sports coaches - *See Supervision Policy*.
- Transition year students must sign an "*Agreement Form*" and a "*Statutory Declaration and Form of Undertaking*" before gaining work experience in the school. They follow the guidelines outlined in the "*Work Experience Students*" document.
- The school follows the guidelines outlined by the Teaching Council in 2013 on School Placement and follows the *School Placement Policy*.
- The school has in place an *Acceptable Use Policy* in respect of usage of ICT and mobile phones.
- The school has in place a *Critical Incident Management Plan*.
- All teachers (including new staff members) are provided with a folder containing information that includes policies, maps and other relevant information at the start of every year. Substitute teachers are given a "sub-pack" which includes information pertaining to Supervision, Code of Behaviour, Anti-Bullying Policies and a reminder to sign Child protection forms.
- It is incumbent on the parent/guardian in possession of the barring order/safety order to notify the school of any child safety/barring orders in relation to a pupil attending the 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

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 _____. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed _____

Date _____

Chairperson, Board of Management

Signed _____

Date _____

Principal/Secretary to the Board of Management