



Scoil Ruáin, Killenaule
Child Safeguarding Statement
2024/2025

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template (Landscape Version) Child Safeguarding Statement

[Insert school name] is a primary/special/post-primary school providing primary/post-primary education to pupils from Junior Infants to Sixth Class/First Year to Leaving Certificate Year (delete as appropriate).

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 [insert school name] 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 James Williams
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Annmarie Bergin
- 4 The Relevant Person is James Williams

(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 (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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the 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](http://gov.ie) 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 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 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.

This Child Safeguarding Statement was adopted by the Board of Management on 2nd October / 2024 [date].

This Child Safeguarding Statement was reviewed by the Board of Management on 27 October / 2024 [most recent review date].



Signed:

Chairperson of Board of Management



Signed:

Principal/Secretary to the Board of Management

Date: 2/10/24

Date: 2-10-24

Child Safeguarding Risk Assessment

Written Assessment of Risk of [name of school]

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 (revised 2023)*, the following is the Written Risk Assessment of [name of school].

<p>1. List of school activities</p> <p>(insert list of school activities in this section)</p>	<p>2. The school has identified the following risk of harm in respect of its activities –</p> <p>(insert risks of harm identified in this section)</p>	<p>3. The school has the following procedures in place to address the risks of harm identified in this assessment –</p> <p>(insert the procedures in place to address risks of harm in this section)</p>
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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 (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.

Examples of activities, risks and procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as “any potential for harm”. Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to Children First: National Guidance for the Protection and Welfare of Children published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

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)*.

Examples of School Activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed

- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of Medicine
- Administration of First Aid
- 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 supplement curriculum
- Use of external personnel to support sports and other extra-curricular 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 Tusla's Child Protection Notification System (CPNS)
 - Children with medical needs
- Recruitment of school personnel including -
 - Teachers/SNAs
 - 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
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school, including social media
- 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
- Students from the school participating in work experience elsewhere
- 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
- Breakfast club
- Homework club/evening study

Examples of Risks of Harm

- 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 inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of child
- Risk of harm due to racism
- 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, including medical 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 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

Examples of Procedures to address risks of harm

- 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 (revised 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 (revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- 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 undertakes anti-racism awareness initiatives
- 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 DE circulars in relation to recruitment and Garda vetting
- The school has a codes 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
 - 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 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 an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tables devices in the school by pupils as per circular 38/2018
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- 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 a policy and 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 for one-to-one counselling
- 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
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

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?	NA

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?*	yes
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?	na
26. Has the Board ensured that the Parents' Association (if any), has been provided with the school's Child Safeguarding Statement?	yes
27. Has the Board ensured that the patron has been provided with the school's Child Safeguarding Statement?	yes
28. Has the Board ensured that the school's Child Safeguarding Statement is available to parents on request?	yes
29. Has the Board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)	na
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)	yes
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
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?	yes
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
37. Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	yes
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?	no
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
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*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 2/10/24

Chairperson, Board of Management

Signed  Date 2-10-24

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.

Mandatory Template 3: Notification regarding the Board of Management's review of the Child Safeguarding Statement

To: _____

The Board of Management of Scoil Ruáin wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of 2nd October 2024.
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the gov.ie website

Signed 

Date 2/10/24

Chairperson, Board of Management

Signed 

Date 2-10-24

Principal/Secretary to the Board of Management

(A) ASSESSMENT OF RISK COMPLETED

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;

Scoil Ruáin

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*.

Scoil Ruáin Child Safeguarding Risk Assessment			
Activity	Risk Identified	Level of Risk L/M/H	Procedure in Place to manage the risk
<p>1</p> <p>Interactions between teachers and students including but not limited to:</p> <ul style="list-style-type: none"> ▪ Classroom teaching ▪ Homework club/evening study ▪ Outdoor teaching activities ▪ Sporting Activities 	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a member of school personnel ▪ Risk of harm due to inappropriate relationship/communications between a student and an adult 	L	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement. (www.scoilruain.ie) ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel. (www.scoilruain.ie) ▪ School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>. ▪ School personnel are expected to adhere to the Teaching Council's Code of Conduct.
<p>2</p> <p>Interaction between students including but not limited to:</p> <ul style="list-style-type: none"> ▪ Recreation breaks for students ▪ Movement between classes ▪ Use of toilets ▪ Use of PE changing rooms ▪ Outdoor teaching activities ▪ Sporting Activities 	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate supervision of students ▪ Risk of harm due to bullying of student ▪ Risk of student being harmed in the school by another student ▪ Risk of harm due to inappropriate relationship/communications between a student and another student 	M	<ul style="list-style-type: none"> ▪ The school ensures appropriate supervision of students during breaks. ▪ The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i> ▪ The school has in place a code of behaviour for students ▪ Students receive written permission in school journal to use toilets during classes.

3	Daily arrival and dismissal of students	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate supervision of students entering and leaving school. 	L	<ul style="list-style-type: none"> ▪ The school ensures appropriate supervision of students for daily arrival and dismissal as per the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills.
4	One-to-one teaching	<ul style="list-style-type: none"> ▪ Risk of harm in one-to-one teaching situation 	L	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement. (www.scoilruain.ie) ▪ The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel. (www.scoilruain.ie) ▪ 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. ▪ School personnel are expected to adhere to the Teaching Council's Code of Conduct. ▪ All staff are required to adhere to the recommendations for best practice for one-to-one teaching and meetings.
5	One-to-one counselling	<ul style="list-style-type: none"> ▪ Risk of harm in one-to-one counselling situation 	L	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's

				<p>Student Safeguarding Statement. (www.scoilruain.ie)</p> <ul style="list-style-type: none"> ▪ The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel. (www.scoilruain.ie) ▪ 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. ▪ School personnel are expected to adhere to the Teaching Council’s Code of Conduct. ▪ All staff are required to adhere to the recommendations for best practice for one-to-one counselling.
<ul style="list-style-type: none"> 6 	<p>School outings</p>	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending out of school activities 	<p>L</p>	<ul style="list-style-type: none"> ▪ The school has in place an Educational School Tours/ Sports Trips Policy and clear procedures in respect of same.

7	School trips involving overnight stay	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending out of school activities 	L	<ul style="list-style-type: none"> ▪ The school has in place an Educational School Tours/ Sports Trips Policy and clear procedures in respect of same.
8	School trips involving foreign travel	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending out of school activities 	L	<ul style="list-style-type: none"> ▪ The school has in place an Educational School Tours/ Sports Trips Policy and clear procedures in respect of same.
9	Use of off-site facilities for school activities	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending an off-site facility 	L	<ul style="list-style-type: none"> ▪ The school has in place an Educational School Tours/Sports Trips Policy and clear procedures in respect of same.
10	Annual Sports Day	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate supervision of students while attending out of school activities 	L	<ul style="list-style-type: none"> ▪ The school has in place an Educational School Tours/ Sports Trips Policy and clear procedures in respect of same.

		<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities 		
11	School transport arrangements	<ul style="list-style-type: none"> ▪ Risk of student being harmed while student is travelling to/from a school activity. 	L	<ul style="list-style-type: none"> ● The school has in place an Educational School Tours/ Sports Trips Policy and clear procedures in respect of same.
12	Management of challenging behaviour amongst students, including appropriate use of restraint where required	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a member of school personnel ▪ Risk of student being harmed in the school by another student 	L	<ul style="list-style-type: none"> ▪ The school has in place a code of behaviour for students.
13	Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate code of behaviour 	L	<ul style="list-style-type: none"> ▪ The school has in place a code of behaviour for students ▪ The school has in place a mobile phone policy in respect of usage of mobile phones by students.
14	Care of students with special educational needs, including intimate care where needed.	<ul style="list-style-type: none"> ▪ Risk of harm to students with SEN who have particular vulnerabilities ▪ Risk of harm to student while a student is receiving intimate care 	L	<ul style="list-style-type: none"> ▪ The school has a Special Educational Needs policy. ▪ The school has an intimate care policy/plan in respect of students who require such care
15	Care of students with specific vulnerabilities/ needs including: <ul style="list-style-type: none"> ▪ Students from ethnic minorities/migrants 	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a member of school personnel 	M	<ul style="list-style-type: none"> ▪ The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>

	<ul style="list-style-type: none"> ▪ Members of the Traveller community ▪ Lesbian, gay, bisexual or transgender (LGBT) students and students perceived to be LGBT ▪ Students of minority religions ▪ Children in care ▪ Children on CPNS 	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by another student ▪ Risk of harm due to bullying of student 		<ul style="list-style-type: none"> ▪ The school has in place a code of behaviour for students
16	Administration of Medicine	<ul style="list-style-type: none"> ▪ Students may be harmed in the event of not administering required medication or incorrectly administering required medication. 	L	<ul style="list-style-type: none"> ▪ The school has in place procedures for the administration of medication to students.
17	Administration of First Aid	<ul style="list-style-type: none"> ▪ Risk of harm during sporting activities, practical classes, mainstream classes. 	L	<ul style="list-style-type: none"> ▪ Some staff members trained in emergency First Aid and Cardiac First Response. The school has 2 AED Units.
18	Curricular provision in respect of SPHE, RSE	<ul style="list-style-type: none"> ▪ 		<ul style="list-style-type: none"> ▪ The school implements in full the SPHE curriculum ▪ The school has an RSE Policy ▪ The school implements in full the Wellbeing Programme at Junior Cycle
19	Participation by students in religious ceremonies/religious instruction external to the school	<ul style="list-style-type: none"> ▪ 	L	<ul style="list-style-type: none"> ▪ Circular Letter 0013/2018

20	Use of Information and Communication Technology by students in school	<ul style="list-style-type: none"> Risk of harm due to students inappropriately accessing/using computers, social media, phones and other devices while at school 	L	<ul style="list-style-type: none"> The school has in place an ICT policy in respect of usage of ICT by students The school has in place a mobile phone policy in respect of usage of mobile phones by students
21	Students participating in work experience in the school	<ul style="list-style-type: none"> 	L	<ul style="list-style-type: none"> The school has in place a policy and procedures in respect of students undertaking work experience in the school
22	Students from the school participating in work experience elsewhere	<ul style="list-style-type: none"> Risk of student being harmed by a member of staff of another organisation or other person while student participating in work experience 	L	<ul style="list-style-type: none"> The school has in place a policy and procedures in respect of students of the school undertaking work experience in external organisations
23	Recruitment of school personnel including - <ul style="list-style-type: none"> Teachers SNAs Admin staff Caretaker Cleaners 	<ul style="list-style-type: none"> Risk of student being harmed in the school by a member of school personnel who has not been Garda Vetted 	L	<ul style="list-style-type: none"> TETB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel. (www.scoilruain.ie) All new staff are provided with a copy of the school's Student Safeguarding Statement (www.scoilruain.ie) School staff to avail of relevant training for CP
24	Use of external personnel to supplement curriculum and / or	<ul style="list-style-type: none"> Risk of student being harmed in the school by volunteer or visitor to the school 	L	<ul style="list-style-type: none"> The school has in place a Guest Speakers Policy for the use of external persons to supplement delivery of the curriculum.

	<p>support sports and other extra-curricular activities</p> <ul style="list-style-type: none"> ▪ Sports coaches ▪ External Tutors/Guest Speakers ▪ Volunteers/Parents in school activities 		<ul style="list-style-type: none"> ▪ The school has in place a policy and procedures for the use of external coaches/instructors. ▪ Parents/Guardians who volunteer are required to undergo Garda Vetting through TETB.
25	<p>Fundraising events involving students</p>	<ul style="list-style-type: none"> ▪ Risk of harm to students while engaged in fundraising activities while on or off the school premises during the school day or outside school hours. 	<ul style="list-style-type: none"> ▪ School has a Code of Behaviour Policy, Anti-Bullying Policy and supervision procedures. ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement (www.scoilruain.ie) ▪ The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel (www.scoilruain.ie) ▪ 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. ▪ School personnel are expected to adhere to the Teaching Council's Code of Conduct. ▪ The school complies with the agreed disciplinary procedures for teaching staff

26	Use of video/photography/other media to record / at school events	<ul style="list-style-type: none"> ▪ Risk of harm to student from use of his/her video image/photograph etc. 	L	<ul style="list-style-type: none"> ▪ Opt-in / out questions on the school enrolment form for parents/guardians to indicate preferences re student images.
27	Use of student images for PR purposes	<ul style="list-style-type: none"> ▪ <input type="checkbox"/> Risk of harm to student from use of his/her photograph. 	L	<ul style="list-style-type: none"> ▪ Opt-in / out questions on the school enrolment form for parents/guardians to indicate preferences re student images.
28	Student teachers undertaking training placement in school. Use of casual substitute teachers.	<ul style="list-style-type: none"> ▪ Risk of student being harmed by PME student on work placement or casual substitute teacher. 	L	<ul style="list-style-type: none"> ▪ The school has in place a policy and procedures in respect of student teacher placements and teachers who are employed as casual substitute teachers.
29	After school use of school premises by other organisations	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor to the school 	L	<ul style="list-style-type: none"> ▪ The school has a document regarding terms and conditions of the use of the school's Sports Hall and requires insurance and child protection details to be in place by the visiting organisation.
30	Use of school premises by other organisations during school day	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school a visitor to the school 		N/A
31	Non-curricular related visitors / contractors present in school during school hours	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor/contractor to the school 	L	<ul style="list-style-type: none"> ▪ Scoil Ruáin Health and Safety statement.
32	Non-curricular related visitors / contractors present after school activities	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor/contractor to the school 	L	<ul style="list-style-type: none"> ▪ Scoil Ruáin Health and Safety statement.
33	Use of Information and Communication Technology by staff	<ul style="list-style-type: none"> ▪ Risk of harm caused by member of school personnel communicating with students in 	L	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement

	<p>an appropriate manner via social media, texting, digital device or other manner</p> <ul style="list-style-type: none"> ▪ Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner 		<ul style="list-style-type: none"> ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel (school website www.scoilruain.ie) ▪ School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>. ▪ School personnel are expected to adhere to the Teaching Council's Code of Conduct. ▪ The school complies with the agreed disciplinary procedures for teaching staff.
34	<p>Reporting</p> <ul style="list-style-type: none"> ▪ Risk of harm not being recognised by school personnel ▪ Risk of harm not being reported properly and promptly by school personnel 	L	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement (www.scoilruain.ie) ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel (www.scoilruain.ie) ▪ School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>. ▪ The school encourages staff to avail of relevant training.

			<ul style="list-style-type: none"> ▪ The school complies with the agreed disciplinary procedures for teaching staff.
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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 **1st October 2024**

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

Signed: [Signature]
 Chairperson of Board of Management
 Date: 2/10/2024

Signed: [Signature]
 Principal
 Date: 2-10-24

Date of next review: Sept 2025



Scoil Ruain BOM September 2024



*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 *John Hanney* Date 2/10/2024

Chairperson, Board of Management

Signed *[Signature]* Date 2-10-24

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.

