

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template

Child Safeguarding Statement

Star of the Sea NS, Riverchapel 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 Star of the Sea NS, Riverchapel 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 **Mrs. Martina Prendergast**

**In the Principal's absence the DLP is Ms. Eleanor Kehoe*

3. The Deputy Designated Liaison Person (Deputy DLP) is **Ms. Eleanor Kehoe**

**In the Principal/Deputy Principal's absence the DLP/DDLP is Ms Caitriona Osborne*

4. The Relevant Person is **Mrs. Martina Prendergast**
(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. This person can also be the DLP)

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](#) 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 19/09/2023 (FIRST ADOPTED 09/03/2018) [date].

This Child Safeguarding Statement was reviewed by the Board of Management on 19/09/2023 [most recent review date].

Signed: 
Chairperson of Board of Management

Signed: 
Principal/Secretary to the Board of Management

Date: 11/10/2023

Date: 11/10/2023

Child Safeguarding Risk Assessment

Written Assessment of Risk of Star of the Sea NS, Riverchapel, Gorey, Co Wexford.

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 Star of the Sea NS, Riverchapel, Gorey, Co Wexford.

List of school activities	The school has identified the following risks of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
Training of school personnel in Child Protection matters	Harm if not recognised or reported promptly	<ul style="list-style-type: none">• Child Safeguarding Statement & DE procedures (gov.ie) made available to all staff• DLP& DDLP to attend PDST face to face training• All Staff to engage in Túsla training module & any other online training offered by PDST• BOM records all records of staff and board training

<p>One to one teaching</p>	<p>Harm by school personnel</p> <p>Harm by other students</p> <p>Harm by staff</p>	<ul style="list-style-type: none"> • School has a procedure in place for one to one teaching • Open doors where appropriate • Glass in window • Pupil and Teacher to be always visible through glass/ open door • School has policy in place for one to one teaching. • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Open doors where appropriate. • Glass in doors. • Staff members will not touch a child unless it is to hold their hand bringing them in to school or classroom or if they fall etc. • One to one tuition will only take place in a classroom with a window in the door/open door etc • Children should not be taken outside the school building in a one to one setting, bring at least two pupils if using the outdoor Aistear area etc.
<p>Care of Children with special needs, including intimate care needs</p>	<p>Harm by school personnel</p>	<ul style="list-style-type: none"> • Policy on Intimate Care and Toileting

Toilet areas	Inappropriate behaviour	<ul style="list-style-type: none"> • Usage, location of toilets and toilet supervision procedure in place
Curricular Provision in respect of SPHE, RSE, Stay safe.	Non-teaching of same	<ul style="list-style-type: none"> • School implements SPHE, RSE, Stay Safe in full • SPHE and RSE policy in place
LGBT Children/Pupils perceived to be LGBT	Bullying	<ul style="list-style-type: none"> • Anti-Bullying Policy • Code of Behaviour
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	<ul style="list-style-type: none"> • Individual Behaviour Plans • Health & Safety Policy • Code Of Behaviour

Daily arrival and dismissal of pupils	Harm from other pupils/ adults on the playground	<ul style="list-style-type: none"> • Arrival and dismissal supervised by Teachers/ SNAs from 08.50am until 2.45pm • In the event of class teacher being absent, if particular collection arrangements exist, the class teacher will inform any substitute staff of these specific arrangements. • School must be informed by parents of any changes in arrangements to normal collection procedures • Parents/Guarians should drop children off at the front of the school and are not permitted to go to the yard. Pupils walk to their classrooms independently, supervised by school staff, including wet days. • Parents must give written permission for children to walk home from school/after school activities. • Children adhere to Code of Behaviour
Sports Coaches	Harm to pupils	<ul style="list-style-type: none"> • Procedures in place to ensure Child Protection Procedures are upheld • Garda Vetting/ Statutory Declaration/ Form of Undertaking and any other legal requirements • Child Safeguarding Statement made available to external personnel.
Students participating in work experience	Harm by student	<ul style="list-style-type: none"> • Work experience Policy • Child Safeguarding Statement. • Garda Vetting/ Statutory Declaration/ Form of Undertaking and any other legal requirements

Recreation breaks for pupils	Harm by other students	<ul style="list-style-type: none"> • Supervision by Teachers and SNAs • Rainy day supervision for pupils remaining in their classrooms
Classroom teaching	<p>Harm by other students</p> <p>Harm by staff</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training. • All Registered Teachers are Mandated Persons • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff. • Staff are Garda Vetted • Glass in classroom doors
One-to-one work with outside agencies such as School Completion Project Workers, Social Workers etc	Harm by staff	<ul style="list-style-type: none"> • Glass in doors • Pupil and Project Worker to be always visible through glass/ open door. • Open doors where appropriate • Visiting workers to sign in and out at reception • Visits to be pre-arranged so that relevant school staff are aware of the visit times/days • Copies of updated Child Protection Procedures made available to all visiting workers.

<p>Outdoor teaching activities</p>	<p>Harm by other students Harm by staff</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff. • School Staff are Garda Vetted. • Outside School Activities Procedure • Children adhere to Code of Behaviour • Toileting procedure.
<p>Sporting Activities outside of school</p>	<p>Harm by other students Harm by staff Harm by member of the public</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff. • Staff are Garda Vetted. • Follow Outside School Activities Procedure. • Pupils are aware of the boundaries laid down. • Children adhere to Code of Behaviour.

<p>Participation in religious ceremonies/practices external to school</p>	<p>Harm by other students</p> <p>Harm by staff</p> <p>Harm by member of the public</p> <p>Harm by priest</p> <p>Harm by church workers / volunteers</p>	<ul style="list-style-type: none"> • Pupils to be accompanied to the Church for practices by class teacher/school staff with the relevant pupil teacher ratio • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff. • Teachers/ SNAs have completed TUSLA Child Protection Training • Staff are Garda Vetted. • Follow Outside School Activities Procedure. • Pupils are aware of the boundaries laid down. • Children adhere to Code of Behaviour
<p>Homework Club, Computer Club, Art Club, Gymnastics Club etc</p>	<p>Harm by other students</p> <p>Harm by staff</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement made available to external personnel. • Copies of updated Child Protection Procedures made available to all staff. • Staff are Garda Vetted • Doors to after school clubs remain open. • If possible contain Homework/Art/Computer Club Rooms in the same area of the school.

		<ul style="list-style-type: none"> • All supervisors ensure all pupils are collected before leaving the building. • Children adhere to Code of Behaviour
School outings	<p>Harm by other students</p> <p>Harm by staff</p> <p>Harm by member of the public</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff. • Staff are Garda Vetted • Follow Outside School Activities Procedure • Children adhere to Code of Behaviour • External activities staff should be Garda Vetted.
Annual Sports Day	<p>Harm by other students</p> <p>Harm by staff</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff.

		<ul style="list-style-type: none"> • Staff are Garda Vetted • Adequate supervision of Children during Sports Day. • Children adhere to Code of Behaviour
Fundraising events involving pupils	<p>Harm by other students</p> <p>Harm by staff</p> <p>Harm by member of the public</p>	<ul style="list-style-type: none"> • Fundraising activities are confined to the school building /walk in locality under supervision of school staff. • Pupils are appropriately supervised • Attendance by members of the Public is monitored by school staff and a limitation as to their access in the school is planned and monitored. • Children adhere to Code of Behaviour
Use of off-site facilities for school activities	<p>Harm by other students</p> <p>Harm by staff</p> <p>Harm by member of the public</p>	<ul style="list-style-type: none"> • Teachers/ SNAs have completed TUSLA Child Protection Training • 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. • All School personnel are provided with a copy of the school's Child Safeguarding Statement. • Copies of updated Child Protection Procedures made available to all staff. • Staff are Garda Vetted • Pupils are supervised appropriately by school staff • Children adhere to Code of Behaviour • Outside School Activity Procedure in place

		<ul style="list-style-type: none"> • Vetting Status of provider personnel sought
<p>Administration of Medicine</p> <p>Administration of First Aid</p>	<p>Harm to self</p> <p>Harm to other pupils</p>	<ul style="list-style-type: none"> • Staff will follow First Aid Procedure • Parents to administer medication if required in school. • Pupils are not permitted to have medication in their schoolbags /pockets. • Administration of Medicines Policy in place to address requirement to administer medication during school hours
<p>Prevention and dealing with bullying amongst pupils</p>	<p>Harm to other pupils</p>	<ul style="list-style-type: none"> • Anti-Bullying Policy and Procedures in place • Supervision of pupils in school and on yard • SPHE Programme taught in full • Pupils' breaks are at two separate times(JI- 2nd Class only on first break; 3rd to 6th class on second break) to enable staff to have more visibility on yard
<p>Use of external personnel to supplement curriculum</p>	<p>Harm to pupils</p>	<ul style="list-style-type: none"> • Procedures in place to ensure Child Protection Procedures are upheld • Garda Vetting/ Statutory Declaration/ Form of Undertaking and any other legal requirements • Child Safeguarding Statement made available to external personnel.

<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> · Pupils from ethnic minorities/migrants · Members of the Traveller community · Lesbian, gay, bisexual or transgender (LGBT) children · Pupils perceived to be LGBT · Pupils of minority religious faiths · Children in care · Children on CPNS 	<p>Harm from other children</p>	<ul style="list-style-type: none"> • Procedures in place to ensure Child Protection Procedures are upheld • Anti-Bullying Policy and Procedures in place • Supervision of pupils in school and on yard • SPHE Programme taught in full • Communication and co-operation with Tusla and other outside agencies. • Promotion of inclusivity and diversity within the school and wider communities.
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> · Teachers · SNA's · Caretaker/Secretary/Cleaners · Sports coaches · External Tutors/Guest Speakers · Volunteers/Parents in school activities 	<p>Harm if not recognised or properly or promptly reported</p>	<ul style="list-style-type: none"> • Child Safeguarding Statement & DE (gov.ie) procedures are made available to all staff • Staff to view Tusla training module & any other online training offered by PDST • Vetting Procedures to be followed • Where possible contracted work will take place outside of school hours (including hours of extra-curricular activities) • External coaches/teachers procedures to be followed. • Contacting referees for references during the recruitment process • Procedure on Visiting Contractors /Parents / Volunteers

<ul style="list-style-type: none"> · Visitors/contractors present in school during school hours · Visitors/contractors present during after school activities 		
<p>Use of Information and Communication Technology by pupils in school</p>	<p>Bullying</p>	<ul style="list-style-type: none"> • ICT policy • Anti-Bullying Policy • Code of Behaviour • SPHE Curriculum taught in all classes • Internet safety filters are in place • Pupils may only use school ICT equipment, not personal devices
<p>Student teachers undertaking training placement in school</p>	<p>Harm by Student Teacher</p>	<ul style="list-style-type: none"> • Work Experience Policy • Child Safeguarding Statement. • Garda Vetting/ Statutory Declaration/ Form of Undertaking and any other legal requirements. • Mentoring by Class Teacher regarding school procedures, protocols and policies. • Student teachers work under the supervision of the Class Teacher.
<p>Use of video/photography/other media to record school events</p>	<p>Inappropriate use of images/recordings.</p> <p>Images/recordings being posted by parents/guardians on social media without the permission of the parents/guardians whose children are included in the images/recordings.</p>	<ul style="list-style-type: none"> • Parents/guardians are requested not to photograph/record during school performances/events. • The school Facebook page and website are administered by one teacher who monitors comments/posts before they can be published online. • Only children with parental/guardian permission may be photographed in a group setting for

		<p>publication online. No names of children will accompany the photographs.</p> <ul style="list-style-type: none"> • Photos taken of events on the school camera are saved to a school computer and the images are then deleted from the camera.
After school use of school premises by other organisations		<ul style="list-style-type: none"> • Other organisations, where sanctioned by the BOM and Patron may only use the school premises for activities outside of school hours. • Such organisations will provide their own insurance
Children bringing a message to another room/office	<p>Harm by other children</p> <p>Harm by staff</p>	<ul style="list-style-type: none"> • Should a message need to be brought to the office/another classroom children will be sent in pairs. • Visitors to the school must report to the school office-visitors are not permitted to be in the school corridors or go to classrooms without accompaniment from staff.
Teaching and learning in an online environment	<p>Harm by other children</p> <p>Harm by staff</p>	<ul style="list-style-type: none"> • AUP • Code of Behaviour • Pupils work under the guidance of the class teacher/ school staff when engaging in online webinars etc. when in the school building • Pupils may only use school ICT equipment, not personal devices when engaging in online materials in the school building • Child Safeguarding Statement & DE (gov.ie) child protection procedures made available to all staff. Teachers are aware of their obligations as mandated persons should they have any Child

		<p>Protection concerns in remote teaching and learning.</p> <ul style="list-style-type: none"> • Only authorised platforms may be used for engaging in remote teaching and learning. • SPHE Curriculum taught in all classes • Internet safety filters are in place • Anti-Bullying Policy
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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.

This risk assessment has been completed by the Board of Management on *09. March 2018 and updated on 11th October 2023*. It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed 

Date: 11/10/2023

Chairperson, Board of Management

Signed 

Date: 11/10/2023

Principal