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

Child Safeguarding Statement

Scoil Mhuire Gan Smál 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 Scoil Mhuire Gan Smál 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 David Gough (Principal)

3   The Deputy Designated Liaison Person (Deputy DLP) is Paul Davis (Deputy Principal)

4   The Relevant Person is Paul Davis (Deputy Principal)
(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 addition in Scoil Mhuire Gan Smál

  ➢ The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) are made available to all school personnel (available online)
  ➢ 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 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 has a yard/playground supervision procedure to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms (swimming pool) etc.
- The school has in place clear procedures in respect of school outings
- The school has a Health and safety policy
- The school follows the code of conduct for school personnel (teaching and non-teaching staff) based on the recommendations of the Teaching Council of Ireland
- The school has a Special Educational Needs policy
- The school has an intimate care plan in respect of students who require such care
- The school has in place 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 procedures governing the use of smart phones and tablet 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 procedure
- The school has in place procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place procedures for the use of external sports coaches
- The school has in place clear procedures for one-to-one teaching activities
- The school has in place clear procedures in respect of student teacher placements
- The school has in place clear procedures in respect of students undertaking work experience in the school

- 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.

- 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 school's child safeguarding statement.

- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
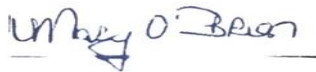
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. A written assessment setting out the areas of risk identified and the school's procedures for managing those risks is included with the Child Safeguarding Statement.

- The various procedures referred to in this Statement can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

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 reviewed by the school staff on 15th April 2024.

This Child Safeguarding Statement was reviewed and adopted by the Board of Management on 21st May 2024.

Signed: Signed:

Mary O' Brien   David Gough

Chairperson of Board of Management   Principal/Secretary to the Board of Management

Date: 21st May 2024   Date: 21st May 2024

Child Safeguarding Risk Assessment – LAST REVIEWED APRIL 2024

Written Assessment of Risk of Scoil Mhuire Gan Smál

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 Scoil Mhuire Gan Smál.

List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Recruitment of school personnel including teachers, SNAs, caretaker, secretary, cleaners, etc.	Low	Risk of child being harmed by a member of school personnel	Policy & Procedures in place Garda vetting Child Safeguarding Statement
Training of school personnel in Child Protection matters	Low	Harm not recognised or reported promptly	Child Safeguarding Statement & DE procedures made available to all staff All Staff requested to view Tusla training module (Children First) & any other online training offered by PDST BOM to check at every meeting BOM records all records of staff and board training

One to one teaching One to one learning support	Med	Harm by school personnel (risk when pupil(s) absent from group)	School has policy in place for one to one teaching New personnel to be made aware of the 1:1 policy If a pupil(s) is absent, thus resulting in 1-1 teaching of attending pupil, then remain in class as support (option) Open doors Cabin windows uncovered
Care of children with special needs, including intimate care needs	Low	Harm by school personnel	Procedures clearly laid out on intimate care Two school adults present where a pupil needs to be changed
Toilet areas	High	Inappropriate behaviour	Usage and supervision policy Identify pupils who might resort to inappropriate behaviour, limit visits to toilet and remind pupils of acceptable behaviour **Only** downstairs toilets to be used during yard times; *pupils may not access the toilets without a school adult present with them*
Use of stairs by pupils (arrival to and dispersal from class)	Low	Rushing while ascending/ descending Not paying attention on the stairs	Monitoring of the stairs by the leadership team, by staff and by SNAs

List of School Activities	Risk Level	The School has identified the following Risk of Harm	'Care on the Stairs' power point available on the Aladdin platform for all teaching staff to bring to the attention of the pupils **The School has the following Procedures in place to address risk identified in this assessment**
Curricular Provision in respect of SPHE, RSE, Stay Safe.	Low	Non-teaching of same	School implements SPHE, RSE and (the mandatory) Stay Safe programme at all class levels Teacher tick-able checklist of Stay Safe topics taught to ensure the pupils are familiar with the curriculum content
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	High	Injury to pupils and staff	Health & Safety Policy Code Of Behaviour: available to all staff Several staff members trained in Positive Handling Restraint used only as a last resort and following health and safety procedures, acting in a way to avoid causing injury. Constraint if possible.
Flight risk pupils	Low	Injury to pupil	Several staff members trained in Positive Handling Fob operated doors on the downstairs corridor

			Gates and railings ensure containment in the school yard
Daily arrival and dismissal of pupils	Med	Harm from other pupils, unknown adults on the playground Traffic Inappropriate behaviour	Arrival and Dismissal Procedures – one way system for pedestrians and those travelling by car communicated to staff, pupils and parents – must use Tyrconnell road school gate Supervision Policy Health & Safety Policy
Daily arrival and dismissal of pupils – dogs on yard	Med	Harm to the pupil by the animal	Adequate supervision by staff Parent/ dog owner to be approached by a member of staff and reminded that no dogs are allowed on the school yard
List of School Activities	**Risk Level**	**The School has identified the following Risk of Harm**	**The School has the following Procedures in place to address risk identified in this assessment**
Recreation breaks for pupils	High	Injury to pupils/ Bullying Harm not recognised or properly or promptly reported	Policy & Procedures in place Health & Safety Policy Code Of Behaviour Adequate yard supervision
Use of the Infant yard playground	High	Injury to pupils while using	Health & Safety Policy Adequate yard supervision

			Dry down of the playground surfaces including slide and firefighter pole after a period of rain
Wet mornings – pupils entering the school at 8.40	Low	Pupils slipping Pupils hurting themselves in the classroom	Infant to 1st pupils go straight to class; 2nd to 6th pupils go to the hall. SNA staff and one member of the leadership team supervising the downstairs corridor; remaining members of the leadership team supervising the hall Pupils reminded to go to their seats and to remain seated (Junior infants – 1st classes)
Pupils arriving on the school premises prior to 8.40 (prior to staff supervision)	High	Harm from other pupils, unknown adults on the yard	Inform the parents of the pupil(s) that school supervision only commences at 8.40. Keep a record in the pupil's running record that the parents have been informed of this
Classroom teaching	Low	Bullying/exclusion in class	Health & Safety Policy Classroom management strategies/code of behaviour SNA assistance SPHE curriculum
Outdoor teaching activities	High	Encountering strangers or animals (dogs) Pupils not adhering to instructions	Health & Safety Policy Code of Behaviour SNA/SET support and assistance

Daily Mile (Rosary Way)	High	Encountering strangers or animals (dogs) Pupils encountering traffic entering the church grounds	Health & Safety Policy Code of Behaviour SNA/SET support and assistance Teacher to stand at the gateway entrance to the Rosary Way and to stop pupils running if traffic arrives
Adults crossing school yard during breaks/ while classes are engaging in sports activities	Low	Risk of child being harmed by an unknown adult during school hours	Teacher presence and vigilance Interception by teacher/SNA to ask the adult to use an alternative route Créche/ basketball hall can only be accessed through the church grounds
List of School Activities	**Risk Level**	**The School has identified the following Risk of Harm**	**The School has the following Procedures in place to address risk identified in this assessment**
General PE & gymnastics	Med	Insufficient warm-up/carrying out instructions in unsafe manner Accidents, collisions, not participating safely in paired/group work	Health & Safety Policy Code of Behaviour Extra adult essential during gymnastics activities
Swimming	High	Changing room areas/cubicles: privacy concern Harm to children by member of staff or general public	Pool's Health & Safety Policy Teacher presence & vigilance SNA support

Sports Coaches	Low	Harm to pupils	Policy & Procedures in place Teacher presence & vigilance Garda vetting Child Safeguarding Statement
Visitors/ Contractors in school during school hours	Low	Risk of child being harmed by a member of staff of an external organisation or other person during school hours	Work space parameters recognised Visitors/ contractors to be asked to use the disabled toilet in the hall Teacher presence and vigilance
Visitors/ Contractors in school during after-school activities	Low	Risk of child being harmed by a member of staff of an external organisation or other person while participating in after school activities e.g. homework club	Work space parameters recognised Visitors/ contractors to be asked to use the disabled toilet in the hall Teacher presence and vigilance
Active Week and Annual Sports Day	Low	Risk of harm not being recognised or reported by school personnel Risk of child being harmed by another child Risk of child being harmed by a member of school personnel or by a visitor to the school Risk of harm due to inadequate supervision of children in the school	Garda vetted coaches Teacher accompanying the class Extra adults present

Secondary school students participating in work experience	Low	Harm by/ to student	Work experience guidelines as agreed by staff Child Safeguarding Statement. Teacher presence and vigilance Students' phones to be handed into the school office during teaching hours
List of School Activities	**Risk Level**	**The School has identified the following Risk of Harm**	**The School has the following Procedures in place to address risk identified in this assessment**
Educational Trips/Matches	High	Risk of child being harmed by other child, school personnel or member of the public	Health & safety policy Adequate staff to accompany First aid kit and child-specific medication to be brought along. Pupils required to wear high-viz vests (appropriate to age). Consideration given to certain pupils wearing a reins backpack.
Visits to local library/ other venues	Med	Risk of child being harmed by other child, member of the public	High visibility vests worn by pupils Adequate staff to accompany

			First aid kit and child-specific medication to be brought along
			Pupils required to wear high-viz vests (appropriate to age)
			Consideration given to certain pupils wearing a reins backpack
			Teacher presence and vigilance
Visit to the pantomime	Med	Risk of child being harmed by other child, member of the public while using the toilets or while on the luas	Adequate staff to accompany First aid kit and child-specific medication to be brought along Teacher presence and vigilance (e.g. school adult present outside if a child requests a toilet visit)
Changing for sport activities	High	Risk of child being harmed by other child or member of the public	Teacher presence and vigilance
Carol service	Med	Risk of child being harmed by inappropriate use of devices by members of the public	Public announcement requesting that performances not be recorded or shared on any social media sites. Vigilance by all staff members
Practices in church for sacraments	Low	Risk of harm from traffic or members of the public	Vigilance by teachers and SNAs

Homework clubs	Med	Risk of harm from other child Not reporting promptly	Teacher's presence and vigilance Extra adults present
Holiday camps e.g. Hallowe'en, Summer camps	High	Risk of child being involved in an accident Risk of child being harmed by another child	Adequate supervision by the staff facilitating the holiday camp Health and safety policy
School led Summer Camps such as SCP, Primary School Scheme and DEIS camps.	High	Risk of child being involved in an accident Risk of child being harmed by another child/ adult	As far as is possible, camps staffed by existing members of staff of the school and familiar with existing policies and procedures on Child Safeguarding, Code of Behaviour, supervision, health and safety, arrival and dismissal of pupils, etc. Where it is necessary to recruit staff from outside the current school staff, they will be provided with copies of the above relevant policies and procedures Adequate supervision by the staff facilitating the holiday camp
Use of off-site facilities for school activities	High	Risk of child being harmed by inadequate supervision or member of staff of other organisation	Health & Safety policy Teacher presence and vigilance

School tour transport arrangements (and other transport arrangements e.g. sporting events)	High	Harm to pupils Harm not recognised or properly or promptly reported	Health & safety policy Teacher(s) accompanying the pupils on the bus
Volunteers/ Parents in school activities	Low	Harm to pupils	Vetting Procedures Procedures for Parents/Volunteers Teacher supervision
List of School Activities	**Risk Level**	**The School has identified the following Risk of Harm**	**The School has the following Procedures in place to address risk identified in this assessment**
Administration of First Aid	Low	Infection risk Risk of reaction to plaster	Health & Safety Policy
Administration of Medicine	Low	Incorrect dose given	General rule **not** to administer medication Exception is life-saving intervention i.e. Epi-pen Staff training in use of Epi-pen
Prevention and dealing with bullying amongst pupils	Med	Risk of not being promptly reported	Code of Behaviour Anti-Bullying Policy

Training of school personnel in child protection matters	Low	Latest up-to-date training not brought to the staff's attention	Regular monitoring by post-holder Information and procedures communicated at staff meetings
Use of external personnel to supplement curriculum, sporting activities and extra-curricular activities	Low	Risk of harm from non-school personnel	Garda vetting of coaches Supervision by teacher Safeguarding Statement
Use of the school premises by other organisations	Low	Risk of harm by a member of staff of another organisation	Teacher presence and vigilance
After school use of the school premises by other organisations	High	Risk of child being harmed by a member of staff of an external organisation or other person while participating in after school activities e.g. homework club	Health and Safety policy Procedures for visitors coming to the school
Children opening doors for visitors/strangers	Low	Risk of harm by visitor to school	Procedure in place: children instructed not to open the external door for anybody Fob operated entry doors to the building
Children collected late/ returning from appointments	Med	Risk of harm from member of the public	Procedure in place: told to come back to school and wait for the secretary at the school office Member of staff (not parent) to stay with the child and drop the child to their class

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) • Children with medical needs	Low	Risk of harm not being recognised or reported promptly by school personnel Risk of child being harmed by a member of school personnel, by another child or by a visitor to the school Risk of harm due to bullying of child Risk of harm due to inadequate Code of Behaviour	Reviewed and up to date Code of Behaviour School ethos Anti-Bullying policy Child Safeguarding policy RSE policy
List of School Activities	**Risk Level**	**The School has identified the following Risk of Harm**	**The School has the following Procedures in place to address risk identified in this assessment**
Toilet access before school begins	Med	Risk of harm from other child or parent of other child	Staff member to accompany child Downstairs toilets only to be used Fob operated access to the school building
Management of provision of hot food	Low	Risk of harm from other child Risk of harm by member of school personnel	Food is distributed by the teachers/ SNAs/ older pupils Pupils encouraged to remain seated when eating Pupils reminded no forks on yard

Movement in class during lunchtime	Med	Risk of harm from other child	Supervision by teacher on duty Classroom rules
Movement on corridor during lunch for extra food	Med	Risk of harm from other child Risk of accident on stairs	Supervision by teacher on duty No pupils allowed down to the hall for food – food containers left on the school corridor Pupils *not* to be sent to the hall with finished food containers
Movement on the corridor/ stairs during green bin dispersal	Med	Risk of harm from other child Risk of accident on stairs	At least 2 pupils per green bin when delivering/ returning Supervision by a school adult on the stairs
Use of sensory room with door closed	High	Risk of harm from member of school personnel	One adult present with at least two pupils At least two adults present with one pupil
Use of Information and Communication Technology by pupils in school, including social media	Med	Risk of harm by school personnel communicating with pupils via social media Access to inappropriate material Inadequate supervision	ICT Policy (safe usage) Pupils not allowed phones or personal devices in school (during school hours) Internet Safety lessons for parents and children Activities during Internet Safety Week

Online teaching and learning remotely	Low	Risk of harm due to inappropriate use of online remote teaching and learning platform such as an uninvited person accessing the link, students being left unsupervised for periods of time in breakout rooms Risk of harm by member of school personnel communicating with pupils in an inappropriate manner via online teaching and learning	Online learning policy Accepted Usage policy New link posted for each (home learning) Google Meet class activity, previous link defunct
Use of social media and online communicating links	Med	Risk of harm caused by a member of school personnel accessing/ circulating inappropriate material via social media, texting, digital device or other manner Risk of child being bullied by another child	Online learning policy Accepted Usage policy Secondary school (work experience) students' phones to be handed into the school office during teaching hours
Application of sanctions under the school's Code of Behaviour including detention of pupils for part of lunch-break, confiscation of phones etc.	High	Bullying Staff not following policies and procedures or being unfamiliar with them	ICT Policy Anti-bullying Policy Code of Behaviour
Secondary school students participating in work experience in the school	Med	Risk of child being harmed by visitor to school	Student never left alone with class, constant vigilance by class teacher

		Increased risk of bullying by other child Risk of harm by inadequate code of behaviour	Liaising with student's base school Students' phones to be handed into the school office during teaching hours
Student teachers undertaking training placement in school	Low	Risk of child being harmed by visitor to school	Garda vetting required Student teacher trained Class teacher present throughout
Use of video/photography/other media to record school events such as assemblies, carol service, prize-giving,	High	Risk of harm caused by school personnel or member of public accessing/circulating inappropriate material via social media, texting, digital device or other manner	Internet acceptable use policy signed by parents Parents sometimes required to sign a document specific to the event Parents requested not to share any digital content relating to school activities on any social media platforms
Use of porta cabin rooms	High	Risk of pupil being harmed by non-school personnel	Teacher accompanies children to and from the cabin
After school activity where only one teacher present	High	Risk of harm not being recognised by school personnel	Contact numbers with the teacher and teacher has mobile with them. Other school personnel in building until 4.00.
Pupils not collected following school closure time	High	Risk of child being harmed by unknown visitor to school	At least two members of staff present in the school building with the pupil

		Risk of harm by staff member	If a significant amount of time has passed and the pupil has still not been collected, a taxi to be called. One staff member to accompany the pupil and taxi driver to the pupil's home. If necessary, additional pupils to be taken along too
Children injured on yard	Low	Unsupervised by adult/ risk of harm from other pupil	Health & Safety policy All staff aware of yard supervision duties Sufficient staff numbers on yard

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 CPNS
- Children with medical needs
- 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
- 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 it's 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 code 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