

- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DE 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 DE website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
 - Has provided each member of staff with a copy of the school’s Child Safeguarding Statement
 - Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - Encourages Board of Management members to avail of relevant training
 - The Board of Management maintains records of all staff and Board member training
- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this school the Board has appointed the above named DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of the 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 DE 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.

- 6 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parent Teacher Association and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 7 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 18th January 2022

This Child Safeguarding Statement was reviewed by the Board of Management on 25th April 2023 [most recent review date].

Signed: _____

Chairperson of Board of Management

Signed: _____

Principal/Secretary to the Board of Management

Date: _____

Date: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of St. Francis of Assisi Primary School, Belmayne

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 St. Francis of Assisi Primary School, Belmayne.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. 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	Risk of harm not being recognised or not reported properly / promptly by school personnel	<p>All school personnel are provided with a copy of the school’s Child Safeguarding Statement and Chapter 2 of the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i>. The full text of the Procedures is also made available to staff.</p> <p>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> and its <i>Addendum 2019</i></p> <p>The DLP, the DDLP, teaching staff, special needs support staff and secretarial staff have received training in child protection matters, as have some members of the Board of Management (BOM). The BOM records all records of staff and board training.</p>

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment –
Classroom teaching	<p>Risk of child being harmed in the school by a member of school personnel</p> <p>Risk of child being harmed in the school by another child</p>	<p>All teaching and special needs support staff are Garda vetted and have received training in child protection matters.</p> <p>Children are supervised at all times. If a teacher needs to leave the classroom for any reason, duty of care is passed to another teacher.</p> <p>The school has in place a code of behaviour for pupils</p> <p>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></p> <p>There are glass panels on all classroom doors. These glass panels to be left clear at all times i.e. free of any material that would cause visual obstruction.</p>

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
One to one teaching / support teaching /counselling	Risk of a child being harmed in the school by a member of school personnel	<p>All teaching and special needs support staff are Garda vetted and have received training in Child Protection matters.</p> <p>Pupils are supervised at all times by a teacher.</p> <p>There are glass panels on all doors. These glass panels to be left clear at all times i.e. free of any material that would cause visual obstruction.</p>
Care of children with special educational needs, including intimate care needs	Risk of a child being harmed in the school by a member of school personnel	<p>All teaching and special needs support staff are Garda vetted and have received training in Child Protection matters</p> <p>The school has a Special Education Team and Special Needs Policy in place.</p> <p>The school has Intimate Care and Toileting Procedures in place</p> <p>Two staff members present when attending to intimate care needs / toilet accidents in cases where a child needs assistance to change clothes or underwear.</p>

		In situations where a pupil has additional toileting / intimate care needs, planned procedures, recorded in the pupils PPP (Pupil Protection Plan), will be adhered to.
1 List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Care of pupils with specific vulnerabilities / such as - Pupils from ethnic minorities / migrants - Members of the Traveller community - Lesbian, gay, bisexual or transgender (LGBTQ+) children - Pupils perceived to be LGBTQ+ - Pupils of minority religious faiths - Children in care - Children on the Child Protection Notification System (CPNS) - Children with medical needs	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	All school personnel are Garda vetted and have received relevant training in Child Protection matters The school has in place a code of behaviour for pupils 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>
Toilet areas / Use of Toilet / Shower Facilities	Risk of child being harmed by a member of school personnel Risk of a child being harmed by another child	One child is permitted in each cubicle at a time. During handwashing sessions, children are supervised and doors are kept open. Should the need for use of shower facilities by a pupil, the school’s Intimate Care and Toileting Procedures will be followed. One pupil per shower at any one time.

Curricular Provision in respect of SPHE, RSE, Stay Safe.	Non-teaching of same	The school implements the SPHE curriculum, RSE Programme, Stay Safe Programme in full.
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Risk of a child being harmed by another child Risk of harm from use of restraint	All teaching, special needs support staff have been Garda vetted and have received training in child protection matters. Children are supervised at all times. The school has in place a code of behaviour for pupils 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> If restraint of a pupil is required for their own safety or that of others, appropriate restraint is used. Restraint training to be provided to staff
Daily arrival, assembly and dismissal of pupils	Risk of a child being harmed by another child	Pupils are supervised at Arrival, Assembly, and Dismissal times. At dismissal, children in Junior and Senior Infants are handed over to a parent / guardian at their respective exit door of the school. Children in 1 st Classes are handed over to parent / guardian at their respective exit gate of the school. Children in classes 2 nd to 6 th are seen off the premises at their respective exit gate of the school The school has in place a code of behaviour for pupils

		<p>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></p> <p>The school has a Safety Statement in place (Yard and School Grounds)</p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Recreation breaks for pupils	<p>Risk of a child being harmed by another child</p> <p>Risk of a child being harmed by a member of school personnel</p>	<p>Pupils are supervised at all times. Teachers supervise corridors / yards according to staff roster</p> <p>All teaching staff and special needs support staff on duty have been Garda vetted and have received training in child protection matters</p> <p>The school has a Code of Behaviour in place for pupils</p> <p>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></p> <p>The school has a Safety Statement (Yard and School Grounds)</p>
Outdoor teaching activities onsite and in local environs,	<p>Risk of a child being harmed by another child</p> <p>Risk of a child being harmed by a member of school personnel.</p>	<p>The school has in place a code of behaviour for pupils</p> <p>The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-</i></p>

	Risk of a child being harmed by unauthorised adult	<p><i>Bullying Procedures for Primary and Post-Primary Schools</i></p> <p>All teaching, special needs support staff have been Garda vetted and have received training in child protection matters.</p> <p>The school has in place a Safety Statement (Internal School Building Yard and School Grounds, Lift)</p> <p>Children are supervised at all times by a teacher. Where additional supervision support is required, a ratio of 1 adult to 10 children is adhered to, under the charge of the attending teacher.</p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Use of off-site facilities for school activities, including preparation for / participation in religious ceremonies	<p>Risk of a child being harmed by a member of school / personnel</p> <p>Risk of a child being harmed by non-school personnel</p> <p>Risk of a child being harmed by another child</p>	<p>All teaching, special needs support and administration staff have been Garda vetted and have received training in child protection matters.</p> <p>Children are supervised at all times by a teacher. Where additional supervision support is required, a ratio of 1 adult to 10 children is adhered to, under the charge of the attending teacher.</p> <p>The school has in place a code of behaviour for pupils</p> <p>The school has an Anti-Bullying Policy which fully</p>

		<p>adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i></p> <p>Where children attend religious ceremonies with their parent / guardian, it is the responsibility of the parent / guardian to supervise their children.</p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Choir and Orchestra	<p>Risk of a child being harmed by a member of school personnel</p> <p>Risk of a child being harmed by another child</p>	<p>All teaching and special needs support staff have been Garda vetted and have received training in child protection matters.</p> <p>Children are supervised at all times by a teacher.</p> <p>The school has in place a code of behaviour for pupils</p> <p>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></p> <p>The school has a Safety Statement (Internal School Building, Yard and School Grounds, Lift)</p>

<p>After-School Extra-Curricular Activities, including use of external personnel to support extra-curricular activities, including sport</p>	<p>Risk of a child being harmed by a member of school personnel</p> <p>Risk of a child being harmed by external personnel</p> <p>Risk of a child being harmed by another child</p>	<p>All school personnel are Garda vetted.</p> <p>All external personnel are Garda Vetted</p> <p>Teacher / Coach / Facilitator present at all times</p> <p>The school has in place a code of behaviour for pupils</p> <p>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></p>
<p>1. List of school activities</p>	<p>2. The school has identified the following risk of harm in respect of its activities –</p>	<p>3. The school has the following procedures in place to address the risks of harm identified in this assessment -</p>
<p>Sports Coaches, including Cycle Training</p>	<p>Risk of a child being harmed by coach</p>	<p>Children are supervised at all times by a teacher. Class teacher is always present</p> <p>All external coaches are required to show evidence of Garda vetting</p> <p>The school has in place a Safety Statement (Internal School Building, Yard and School Grounds, Lift)</p>
<p>Educational Trips / Outings / Matches</p>	<p>Risk of a child being harmed by a member of school personnel</p> <p>Risk of a child being harmed by adult / non-school personnel</p> <p>Risk of a child being harmed by another child</p>	<p>All teaching and special needs support staff have been Garda vetted and have received training in child protection matters.</p> <p>Children are supervised at all times by a teacher. Where additional supervision support is required, a ratio of 1 adult to 10 children is adhered to, under the charge of the attending teacher.</p>

		<p>The school has in place a code of behaviour for pupils</p> <p>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></p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Changing for sport activities, including swimming	<p>Risk of a child being harmed by a member of school personnel</p> <p>Risk of a child being harmed by another child</p>	<p>All teaching and special needs support staff have been Garda vetted and have received training in child protection matters.</p> <p>If changing is necessary, separate changing rooms for boys and girls are used, if available.</p> <p>Children are supervised at all times by a teacher.</p> <p>The school has in place a code of behaviour for pupils</p> <p>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></p> <p>The school has in place a Safety Statement (Internal School Building, Yard and School Grounds, Lift)</p>
Annual Sports Day	<p>Risk of a child being harmed by a member of school personnel.</p> <p>Risk of a child being harmed by non-school personnel</p>	<p>All teaching and special needs support staff have been Garda vetted and have received training in child protection matters.</p> <p>During all activities, pupils are supervised by a teacher</p>

	Risk of a child being harmed by another child.	<p>The school has in place a code of behaviour for pupils</p> <p>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></p> <p>The school has in place a Safety Statement (Internal School Building, Yard and School Grounds, Lift)</p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Volunteers /Parents in school activities / Transition Year work experience students	Risk of a child being harmed in the school by persons engaging in voluntary work in school activities	<p>Garda Vetting in place, including for Transition Year students aged 16 and older.</p> <p>Children are supervised at all times by a teacher.</p> <p>The school has in place a code of behaviour for pupils</p> <p>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></p> <p>The school has in place a Safety Statement (Internal School Building, Yard and School Grounds, Lift)</p> <p>Supervision of Transition Year students by a staff member/mentor at all times, including during breaks, if students remain on the school premises.</p>

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Administration of First Aid	Risk of a child being harmed during administration of First Aid	<p>The teaching, special needs support and administration staff have received training in child protection matters</p> <p>First Aid Training to be provided for staff administering First Aid.</p> <p>The school has in place a Safety Statement (First Aid)</p>
Administration of Medicine	Risk of a child being harmed during the administration of medication	<p>Medication is only administered by a designated member of staff on the request of parents.</p> <p>The teaching, special needs support and administration staff have received training in child protection matters.</p> <p>Training to be provided for staff administering medication as required.</p> <p>The school has in place a Health and Safety Statement. (Drugs and Medication)</p>

		The school has an Administration of Medication Policy. Parents are required to fill in an Administration of Medication form.
Use of Defibrillator	Only administered by trained staff. Risk of child being harmed by a member of school personnel	The teaching staff, special needs support staff and secretarial staff have received training in child protection matters Defibrillator Training to be provided for staff The school has in place Safety Statement (First Aid)
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Prevention and dealing with bullying amongst pupils	Risk of child being harmed in the school / during school activities by another child	Children are supervised by a teacher at all times Anti-Bullying lessons are delivered in all classes through Stay Safe and Walk Tall programmes. The school has a Code of Behaviour in place. 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>
Use of external personnel to supplement curriculum	Risk of child being harmed by non-school personnel	Children are supervised at all times by a teacher The school has in place a Code of Behaviour for pupils

		External personnel must show evidence of Garda Vetting in place
Use of Information and Communication Technology by pupils in school / Online Teaching and Learning	<p>Risk of a child being harmed through cyberbullying by another child</p> <p>Risk of a child being harmed in school by inappropriate access.</p>	<p>During all activities, pupils are supervised by a teacher</p> <p>The school has an Acceptable Use Policy for Internet Use (AUP) which has been communicated to parents / guardians</p> <p>Pupils cannot use social media accounts</p> <p>If breakout rooms are used in online teaching/remote learning, a teacher is present with each group.</p> <p>In the course of their use of information and communication technology, pupils will learn about online safety, as appropriate.</p> <p>The school has in place a code of behaviour for pupils.</p> <p>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></p> <p>While using technology in school, children are supervised by a teacher. While using technology at home parents/guardians are expected to supervise their children.</p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -

Use of Videos/Pictures/Other media to record school events	<p>Risk of a child being harmed by an adult</p> <p>Risk of a child being harmed by another child</p> <p>Risk of a child being harmed through inappropriate access</p>	<p>Recording of school events/activities will be completed under the supervision of teachers/approved personnel.</p> <p>All content will be reviewed prior to publishing. No names will be included and children will appear in groups only.</p> <p>Children are supervised at all times</p> <p>The school has an Acceptable Use Policy for Internet Use (AUP) which has been communicated to parents / guardians</p>
1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Application of sanctions under the school's Code of Behaviour	Risk of a child being harmed by a member of school personnel	Children are supervised at all times
Management of provision of cartons of milk and sandwiches	Risk of harm to child from school personnel	All school personnel are Garda vetted
Fundraising Events	<p>Risk of a child being harmed by an adult attending a fundraising event</p> <p>Risk of a child being harmed by another child</p>	<p>During fundraising events held in the course of the school day e.g. Green Day, raffles, children are always supervised by a teacher. Any adults involved in organising the events are Garda vetted.</p> <p>Children are not involved in the organisation of fundraising events outside of school hours. Pupils may attend such events.</p>

<p>Recruitment of school personnel including</p> <ul style="list-style-type: none"> - Teachers / SNAs - Caretaker/Secretary/Cleaners 	<p>Risk of a child being harmed by a member of school personnel unsuited, from a child protection perspective, to working with children</p>	<p>Thorough recruitment and selection procedures, from a child protection perspective, are applied to all school personnel employed by the Board of Management.</p> <p>All school personnel complete statutory declaration / form of undertaking before they commence in the school.</p> <p>All new staff are provided with a copy of the school's Child Safeguarding Statement and Chapter 2 of the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i>. The full text of the Procedures is also made available to staff.</p> <p>School Personnel are required to adhere to the <i>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 and its Addendum 2019</i></p>
<p>1. List of school activities</p>	<p>2. The school has identified the following risk of harm in respect of its activities –</p>	<p>3. The school has the following procedures in place to address the risks of harm identified in this assessment -</p>
<p>Student Teachers undertaking training placement in school</p>	<p>Risk of a child being harmed in school by a student teacher</p>	<p>Garda vetting in place</p> <p>Student teachers are provided with a copy of the school's Child Safeguarding Statement and Chapter 2 of the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i>. The full text of the Procedures is also made available to student teachers.</p> <p>Student teachers are supervised by mentor / supervisor</p>

Use of school premises by other organisations during the school day e.g. Health Service Executive. (HSE) Department of Education (DE)	Risk of child being harmed in the school by personnel of other organisations	Use of school premises is permitted to other organisations who have carried out Garda vetting for their employees
Visitors / contractors present in school during school hours / after-school activities	Risk of a child being harmed in the school by visitor / contractor	All visitors / contractors present in the school during school hours / during afterschool activities when the children are present are required to show evidence of Garda vetting. In an emergency situation, visitors / contractors may be present in the school without Garda vetting but under the supervision of a member of school personnel during school hours / during afterschool activities when the children are present

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 2017*

In undertaking this risk assessment, the board of management has endeavoured to identify as far as possible the risks of harm that are relevant to this school and to ensure that adequate procedures are in place to manage all risks identified. While it is not possible to foresee and remove all risk of harm, the school has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

Appendix

AUP	Acceptable Use Policy for Internet Use
BOM	Board of Management
DLP	Designated Liaison Person
DDL	Designated Liaison Person
DE	Department of Education
HSE	Health Service Executive
SPHE	Social Personal and Health Education
RSE	Relationships and Sexuality Education

PPP Pupil Personal Plan
LGBTQ+ Lesbian, Gay, Bisexual, Transgender, Queer/Questioning
CPNS Child Protection Notification System

Tusla Contact Dublin North: PH: 01 8708000

Address: Tusla
Child and Family Agency,
180 – 189 Lakeshore Drive,
Airside Business Park, Swords, Co. Dublin.

An Garda Síochána: PH: 01 6664200

Coolock Garda Station,
Oscar Traynor Road, Coolock, Dublin, 5.