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## Child Safeguarding Statement

**St Brigid's N.S. Killygarry** 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 Killygarry NS 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:                     **Serena Prior**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is:                     **Marie White**
- 4 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:

- a. recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations
- b. fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children
- c. fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters
- d. 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
- e. develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- f. 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.

- 5 The following procedures/measures are in place:
  - a. 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
  - b. In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the DES and available on the gov.ie website
  - c. 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:
    - i. Has provided each member of staff with a copy of the school's Child Safeguarding Statement
    - ii. Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
    - iii. Encourages staff to avail of relevant training
    - iv. Encourages Board of Management members to avail of relevant training
    - v. The Board of Management maintains records of all staff and Board member training.
  - d. 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
  - e. 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.
- 6 All registered teachers employed by the school are mandated persons under the Children First Act 2015
- 7 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.
- 8 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

#### **9. *Child Safe-Guarding General Best Practice in Killygarry NS***

Physical contact between school personnel and the child should always be in response to the needs of the child and not the needs of the adult.

While physical contact may be used to comfort, reassure or assist a child, the following should be factors in determining its appropriateness:

- It is acceptable to the child
- It is open and not secretive

- The age and developmental stage of the child

School personnel should avoid doing anything of a personal nature for children that they can do for themselves.

School personnel should never engage in or allow:

- The use of inappropriate language or behaviours
- Physical punishment of any kind
- Sexually provocative games or suggestive comments about or to a child
- The use of sexually explicit or pornographic material

All media products (CDs, DVDs, YouTube clips etc.) should be checked for their appropriateness with regard to age and suitability.

### **Visitors/ Guest Speakers**

Visitors to the school: Visitors will report to the office on arrival to the school.

Approved guest speakers: When a guest speaker addresses or works with the children the class teacher will remain with the children at all times unless to do so would infringe on the quality of the delivery of the content. In such case prior sanction will be sought from the Board of Management

### **Toileting**

Children with specific toileting/intimate care needs:

In all situations where a pupil needs assistance with toileting/intimate care needs, arrangements will be agreed with the parents/guardians/class teacher/SNA, and documented. The staff to be involved in this care will be identified and in the case of such persons being absent/unavailable, another member of staff will meet these care needs.

Toileting accidents: All children from 1<sup>st</sup> Class to 6<sup>th</sup> are expected to change themselves. For toileting accidents clean underwear and suitable clothing will be kept in the school. Children will be offered clean clothing into which they can change. If the pupil is unable to clean or change himself/herself and the parents/guardians cannot be contacted, the child will be assisted by members of staff familiar to the child. In all such situations the best practice is that two members of staff should be present. If there is any exception to this practice the parents will be informed, the principal will be notified and a record retained of the incident.

### **One to One teaching**

Where one-to-one teaching occurs, every effort will be made to ensure that this teaching takes place in an open environment. In the absence of a window panel in the door, the door remains open.

Work being carried out by Special Needs Assistant will be carried out under the direction of the class teacher in an open environment. In the absence of a window panel in the door, the door remains open.

### **Changing for Games/ PE/ Swimming**

Pupils will be expected to dress and undress themselves for Games/Swimming. Where assistance is needed this will be done in the communal area. Under no circumstances will members of staff/volunteers be expected to or allowed to dress/undress a child unsupervised in a cubicle/private area.

### **Children travelling in staff cars**

Members of the school staff will not carry children alone in their cars at any time.

### **Communication**

If teachers have to communicate with pupils on a one-to-one basis, they are requested to leave the classroom door open or request a colleague to attend

### **Induction of Staff**

The DLP will be responsible for informing all new teachers and ancillary staff of the Child Protection Procedures, and the Children First – National Guidance for the Protection and Welfare of Children (2017). All staff must have a copy of the Child Protection Policy.

### **Internet Safety**

It is the intention of the Principal and Staff at Killygarry NS to ensure that child protection concerns will be addressed in the school's Acceptable Use Policy as part of its Information and Communication Technology policy.

### **COVID-19**

Various policies and procedures have been put in place to protect the children in case of an outbreak of COVID-19 in the school. These policies and procedures can be found in the COVID-19 folder in the Principal's Office.

10. This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.

11. 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 and adopted by the Board of Management on the 19<sup>th</sup> of September 2023.

Signed: Fr. Thomas Small

**Chairperson of BoM**

Date: 19<sup>th</sup> September 2023

Signed: Serena Prior

**Principal/Secretary to the BoM**

Date: 19<sup>th</sup> September 2023

# Child Safeguarding Risk Assessment

## Written Assessment of Risk of St Brigid's NS, Killygarry

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, the following is the Written Risk Assessment of Killygarry NS.

### 1. List 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

Use of toilet/changing areas in school

Annual sports day

Fundraising events involving pupils

Use of off-site facilities for school activities

Use of Swimming complex for aquatics instruction

Care of children with special educational needs, including intimate care where needed

Managing of challenging behaviour amongst pupils, including the 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 and 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 pupils

- Pupils perceived to be LGBT

- Pupils of minority religious faiths

- Children in care

- Children on Tusla's Child Protection Notification System (CPNS)

- Children with medical needs

Recruitment of school personnel including-

- Teachers/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 in school after school hours

Participation by pupils in religious ceremonies/ instruction external to the school (including trips to the church for practice)

Use of ICT 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

Student teachers undertaking training placements 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 organisations during school day

Homework club/After-School Club or activities

**2. The school has identified the following risk of harm in respect of its activities -**

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 the school personnel, a member of staff of another organisation or other person while participating in out-of-school activities e.g. school trip or 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 a child

Risk of harm due to racism

Risk of harm due to children being dropped before 8.40am to school in the morning or being picked up after 2.40pm.

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/ 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 a child while receiving intimate care

Risk of harm due to inadequate code of behaviour

Risk of harm in one-to-one teaching/coaching/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.

**3. The school has the following procedures in place to address the risks of harm identified in this assessment -**

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 Children First Act 2015 and its Addendum (2019)

The school implements in full the Stay Safe Programme

The school implements in full the SPHE programme

The school has an Anti-Bullying Policy which adheres to the requirements of the Departments 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.

The school has a policy in place and clear procedures in respect of school outings

The school has a health and safety policy

The school adheres to the requirements of Garda Vetting legislation and relevant DES 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 in respect of pupils who require such care

The school has in place a policy and procedures for the administration of medicine to pupils

The school

- Has provided each member of staff with a copy of the school's Child Safeguarding Statement
- Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
- Encourages staff to avail of relevant training
- Encourages Board of Management members to avail of relevant training
- Maintains records of all staff and board member training

The 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 in place an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to the parents.

The school has in place a policy 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 Incidence Management plan

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 clear 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 COVID-19

**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 2013)*

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 the 19<sup>th</sup> September 2023. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

**Signed: Fr. Thomas Small**

**Date: 19<sup>th</sup> September 2023**

Chairperson, Board of Management

**Signed: Serena Prior**

**Date: 19<sup>th</sup> September 2023**

Principal/Secretary to the Board of Management