**Child Safeguarding Risk Assessment**

**(of any potential harm)**

|  |  |  |  |
| --- | --- | --- | --- |
| **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** |
| Training of school personnel in Child Protection matters | High | Harm not recognised or reported promptly | Child Safeguarding Statement & DES procedures made available to all staff  DLP& DDLP to attend PDST face to face training  All Staff to view Túsla training module & any other online training offered by PDST  BOM records all records of staff and board training |
| One to one teaching | Med | Harm by school personnel | School has policy in place for one to one teaching  Open doors  Table between teacher and pupil  Glass in window |
| Care of Children with special needs, including intimate care needs | High | Harm by school personnel | Policy on intimate care |
| Toilet areas | High | Inappropriate behaviour | Usage and supervision policy |
| Curricular Provision in respect of SPHE, RSE, Stay safe. | Med | Non-teaching of same | School implements SPHE, RSE, Stay Safe in full and teachers sign off when lessons are taught and presented to BOM. |
| LGBTQ+ Children/Pupils perceived to be LGBTQ+ | Low | Bullying | Anti-Bullying Policy  Code of Behaviour |
| **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** |
| Daily arrival and dismissal of pupils | Med | Harm from older pupils, unknown adults on the playground | Arrival and dismissal commences at 8:50am and 2.40pmsupervised by Teachers and SNA’s– one adult Senior yard, one adult Junior yard. |
| Managing of challenging behaviour amongst pupils | High | Injury to self, other pupils and staff as well as visiting persons to the school. | Health & Safety Policy  Code Of Behaviour |
| Sports Coaches | Med | Harm to pupils | We source Garda Vetting and ensure teachers supervises class for duration of session.  Procedures in place. |
| Students participating in work experience | High | Harm by student | Work experience Policy.  Child Safeguarding Statement.  Shadow teacher on yard times. |
| Recreation breaks for pupils | High | Harm by other pupils | Code of Discipline  Anti Bullying policy  Supervision by teachers and SNA |
| Classroom teaching | Low | Harm by personnel | Child safeguarding statement  Code of conduct/disciplinary procedures  Garda vetting and recruitment process/referees |
| Outdoor teaching activities | High | Harm by unknown adults and in vicinity/environmental factors | Supervision by class teacher  SNA if assigned to child in class |
| Sporting Activities | Med | Harm by personnel, other pupils | Supervision during activities  Provide adequate changing facilities where possible |
| Homework & After School Activity Club | Low | Harm by personnel other pupils | Code of discipline  Supervision.  Anti-Bullying 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** |
| School outings/ off-site facilities for school activities | High | Harm by personnel, unknown adults, persons and obstructions in area | SPHE-STAY SAFE programme  Code of discipline  Procedures in place – critical incident/emergency |
| Use of toilet/changing areas in schools | Med | Harm by personnel, other pupils and self | Adequate supervision and changing facilities/toilets  Code of discipline |
| Annual Sports Day | Med | Harm by personnel, pupils and adults/visitors- environmental factors | Supervision by SNA / Teachers  Code of discipline  Inform parents/guardians to ensure children appropriately dressed and protected from environmental risks  Cover for school related activities |
| Fundraising events involving pupils | Med | Harm by personnel, other pupils and other adults/persons | Stay safe- SPHE  Code of discipline  Adequate supervision  Insurance Cover for school related activities |
| School transport arrangements | High | Harm by personnel, pupils and adults/visitors- environmental factors | Supervision by Teacher and SNA’s  Parent Volunteers are provided with a “ Volunteer Letter signed by the Chairperson of the Board Of Management  Parent volunteers must be Garda Vetted  Code of discipline  Stay Safe- SPHE programme taught to pupils |
|  |  |  |  |
| **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** |
| Management of challenging behaviour amongst pupils, including appropriate use of restraint where required | Med | At risk of self-harm.  At risk of harming peers.  At risk of harming staff members | Restraint will only be used in the case of perceived harm to themselves or others.  DFL used for managing challenging behaviours.  Health and Safety Policy. |
| Administration of Medicine  Administration of First Aid | High | Misuse of medicine.  Medicine administered without parental consent.  Risk of untrained staff administering first aid. | Parental consent forms for all medicines administered. See Administration of Medicines Policy.  First aid training courses regularly provided for relevant staff.  Enrolment form contains appropriate section for relevant medical information. |
| Curricular provision in respect of SPHE, RSE, Stay Safe | Low | Non – teaching of same | School implements SPHE, RSE, Stay SAFE in full and teachers sign off when lessons are taught and presented to the BOM.  Information letters issued to all parents/guardians before the programme commences. |
| Prevention and dealing with bullying amongst pupils | High | Physical bullying  Emotional bullying  Cyber Bullying  Identity based bullying. | SPHE lessons on positive relationships and on internet safety.  All staff members are issued with our schools Anti-Bullying policy. This policy sets out clear steps to be followed. |
| Training of school personnel in child protection matters | Low | Staff have inadequate knowledge of child protection. | All staff members must complete an online training course administered by Túsla. Certifications must be kept on file in the office. |
| Use of external personnel to supplement curriculum | High | People without Garda vetting working in the school.  Volunteers/supplement staff working without the supervision of school staff. | All supplementary staff will be required to submit Garda vetting details before commencing work in the school.  Teacher always present while supplementary staff are working with pupils. |
| **List of School Activities**  **Group 3** | **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** |
| 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 | Med | Harm from other pupils, unknown adults on the playground.  Harm from family of other pupils.  Harm from parents where a court order is in place.  Harm from school personnel | Child Safeguarding Statement & DES procedures made available to all staff.  DLP& DDLP to attend PDST face to face training  All Staff to view Túsla training module & any other online training offered by PDST.  Liaise with outside agencies i.e. Túsla, Dochas etc.  DFL system (including identity-based warning letter)  Anti-bullying Policy and Plan.  School implements SPHE, RSE, Stay Safe in full and teachers sign off when lessons are taught and presented to BOM.  Sign-in /sign-out system  Supervision of yard before/after school and at yard times.  Yard doors locked and buzzer system in place to gain entry to main door.  CCTV cameras monitoring corridors. |
| 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 | Low | Harm not recognised or properly and promptly reported | Child Safeguarding Statement & DES procedures made available to all staff  Staff to view Túsla training module & any other online training offered by PDST.  School implements SPHE, RSE, Stay Safe in full and teachers sign off when lessons are taught and presented to BOM.  Vetting Procedures  Policy of Parents / Volunteers  Policy on Visitors  Teachers to remain until all pupils have been collected |
| Use of school premises by other organisation during school day  **List of School Activities** | Low  **Risk Level** | Harm not recognised or properly or promptly reported  **The School has identified the following Risk of Harm** | Child Safeguarding Statement & DES procedures made available to all staff  Staff to view Túsla training module & any other online training offered by PDST  Vetting Procedures  Policy of Parents / Volunteers  Policy on Visiting Contractors  **The School has the following Procedures in place to address risk identified in this assessment** |
| Use of Information and Communication Technology by pupils in school | Low | Bullying – issues that overflow into school from online and social media outside of school. | ICT policy  Anti-Bullying Policy  Code of Behaviour  Internet Safety Letter signed by parents and file in every pupil’s individual file.  Accessing social media is blocked  Visits from Community Gardaí  Anti-bullying week  Stay Safe  Internet safety talks |
| Application of sanctions under the school’s Code of Behaviour including mobile phones being handed into the office and collected by Parents / Guardians at the end of the day | High | Accessing social media  Infringement of privacy for pupils and staff.  Loss or damage to said items. | Mobile phone policy –No mobile phones allowed in school.If children have to bring a phone into school the phone must be handed into the office and written parental permission is sought.  Behaviour Warning Letter for possession of a mobile phone that has not been handed to a teacher within DFL. |
| Students participating in work experience in the school | Medium- High | Risk of confidentiality, including sharing information on social media.  Inappropriate interactions with pupils. | Ensure that class teacher is present at all times and that students are not left unsupervised with children.  Transition year students who are under 16 years of age do not need to be Garda vetted.  Transition year students who are 16 or older must be Garda Vetted.  Work Experience Policy |
| Student teachers undertaking training placement in school | Low | Risk of confidentiality, including sharing information on social media.  Inappropriate interactions with pupils and teachers. | Ensure that class teacher is present at all times and that students are not left unsupervised with children. Class teacher may, if requested by inspector, leave the classroom while the student teacher is being inspected. |
| Use of video/photography/other media to record school events | High | Putting images/videos online of children that do not have website consent.  Images/videos being used online in places other than the school website. | Consent forms for school website are signed upon enrolment.  Parents are regularly reminded that they should not take photographs / video footage of children (other than their own). They are also advised not to post images / videos on social media. |
| After school use of school premises by other organisations | Low | Damage/ theft to school property. | All groups / organisations provide public liability insurance to the school when using school grounds |

**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.

This risk assessment has been completed by the Board of Management on **\_\_\_1st September 2023**

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

Signed: **Colum Geraghty** Date: 1st September 2023

Chairperson, Board of Management

Signed: **Annette Doherty** Date: 1st September 2023

Principal/Secretary to the Board of Management