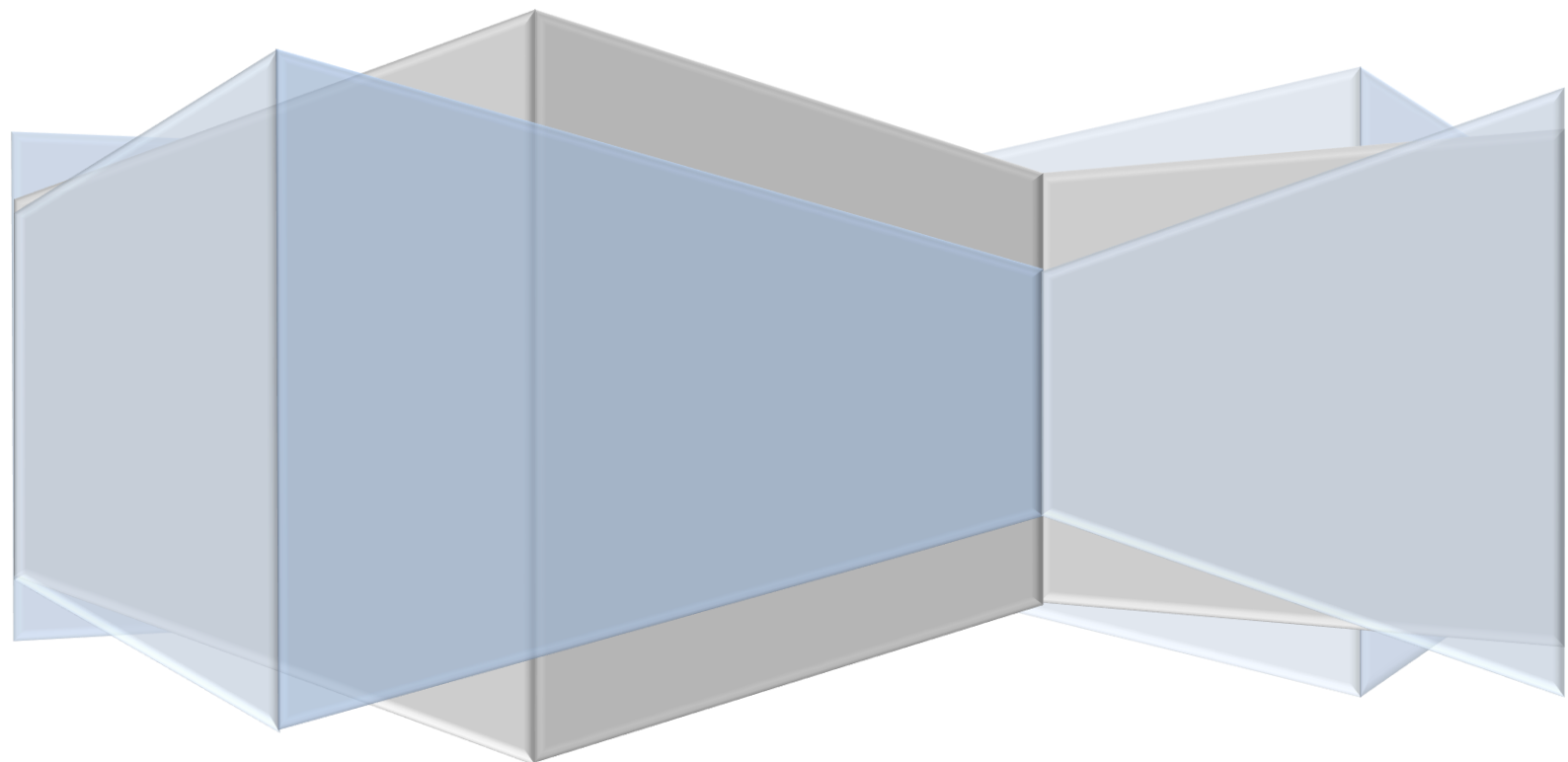


Sacred Heart Boys' National School

Child Safeguarding Statement and Risk Assessment

November, 2021



Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Sacred Heart B.N.S. 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 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Sacred Heart B.N.S. 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 2017 as part of this overall Child Safeguarding Statement
2. The Designated Liaison Person (DLP) is Niall Carty
3. The Deputy Designated Liaison Person (Deputy DLP) is Paul Caffrey
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:

- 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.

5. 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 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 abovenamed DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of the schools 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.
6. 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.

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 22nd February, 2018.

This Child Safeguarding Statement was reviewed by the Board of Management on 24th November, 2021.

Signed: _____
Chairperson of Board of Management

Signed: _____
Principal/Secretary to the B.O.M.

Date: _____

Date: _____

Written Assessment of Risk at Sacred Heart Boys' National School, Ballygall, Dublin 11.

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 Sacred Heart Boys' National School.

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
<p>Daily arrival and dismissal of pupils</p>	<p>(Risk of harm outlined below encompass all potential risks identified across the activities in column 1)</p> <p>Indicators of harm/abuse not being recognised by school personnel</p> <p>Harm/Abuse not being reported properly and promptly by school personnel</p> <p>Risk of child being harmed in the school by a member of school personnel</p> <p>Risk of child being harmed by a volunteer/parent while child is participating in school activities</p> <p>Risk of a child being harmed by a member of staff of another organisation or other person while child is participating in school activities</p> <p>Risk of child being harmed in the school by another child</p> <p>Risk of child being harmed in the school by volunteer or visitor to the school</p> <p>Risk of a child being harmed by a member of school personnel, a member of staff of another organisation or other person while child is participating in out of school activities e.g. school trip, swimming lessons</p> <p>Risk of harm due to bullying of child</p> <p>Risk of harm due to inadequate supervision of children in school</p>	<ul style="list-style-type: none"> • The school has a procedure for supervision of children to ensure their safety upon arrival and dismissal • Gates open/close times controlled • Access to school restricted • Prior to the enrolment of a child and on an annual basis thereafter, parents/guardians will be asked to supply the school with the names and contact details of any adult that may be collecting a pupil during the course of the year. <p>Outside of normal dismissal times of the school, teachers will only release pupils to those nominated by the parent/guardian or where advance notice of another adult collecting the pupil is given by the parent/carer. In the event that another person arrives to collect a child the school will endeavour to contact the parent/guardian to get their permission. Under no circumstances will staff allow a child to leave the school with another person that does not have permission to collect them.</p> <p>At the normal dismissal time of infants, one of the persons nominated by the parent/guardian must collect the pupil from the school yard/classroom. The school must be notified in advance if someone other than the 'nominated' adult will be collecting a pupil.</p>

<p>Recreation breaks for pupils</p>	<p>Risk of harm due to inadequate supervision of children while attending out of school activities</p> <p>Risk of harm due to inappropriate relationship/communications between child and another child or adult</p> <p>Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</p>	<ul style="list-style-type: none"> • Yard duty supervision policy to ensure appropriate supervision of children during breaks • Accident/report book (Records of accidents /misbehaviour etc.) • Procedures in place for responding to accidents and inappropriate behaviour in the yard
<p>Classroom teaching</p>	<p>Risk of harm to children with SEN who have particular vulnerabilities</p> <p>Risk of harm to child while a child is receiving intimate care</p> <p>Risk of harm due to inadequate code of behaviour</p> <p>Risk of harm in one-to-one teaching, counselling, coaching situation</p>	<ul style="list-style-type: none"> • 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> • Child Safeguarding Statement and DES procedures made available to all staff • Staff training on Child Protection regularly, and frequent reminders re policy and procedures • Open door culture • Glass panes on doors of all rooms
<p>One-to-one teaching</p>	<p>Risk of harm caused by member of school personnel communicating with pupils in inappropriate manner via social media, texting, digital device or other manner</p> <p>Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</p>	<ul style="list-style-type: none"> • School has policy in place for one-to-one teaching, open doors, table between teacher & pupil • SEN policy • Glass in windows/doors • Designated place in all rooms with Child Protection docs, CSS, etc. • Reminders and training on policy and procedure
<p>Access to school throughout the day</p>		<ul style="list-style-type: none"> • Controlled access at all times

<p>Child protection training of school personnel</p> <p>Record Keeping</p>		<p>The Provision of information and training for all school personnel</p> <p>The BOM –</p> <ul style="list-style-type: none"> • Provides all school personnel with a copy of the school’s Child Safeguarding Statement & Risk Assessment. • Requires that all school personnel sign the ‘Acceptance of Sacred Heart B.N.S. Child Protection Safeguarding Statement form and return a signed copy to the DLP. • Ensures the DES child protection procedures are made available to all school personnel • Requires that all school personnel, mandated and non-mandated, adhere to the DES <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> • Ensures staff avail of relevant training <p>(a) All school personnel are required to do the online Tusla training and provide a copy of the certificate of completion to the DLP</p> <p>(b) A Croke Park session will be utilised on a regular basis to address the DES child protection requirements of staff either using an outside facilitator or the PDST online training</p> <ul style="list-style-type: none"> • Encourages the BOM members to avail of relevant training • Maintains record of all staff and board member training <p>Record Keeping</p> <p>All school personnel are required to ensure that any sensitive records e.g. child protection monitoring records they are required to keep are maintained in a secure location in the school and are treated with the strictest of confidence.</p>
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<p>Recruitment of school personnel and volunteers/parents in school activities</p>		<p>All such records form part of the school record keeping system and must be filed with the central school records at the end of the school year.</p> <ul style="list-style-type: none"> • All staff garda vetted • Child Safeguarding Statement & DES procedures made available to all staff • Tusla training module & PDST ELearning. Ongoing regular training • All volunteers/parents regularly involved in school activities are Garda vetted • All volunteers/parents involved in school activities are provided with a copy of the school’s Child Safeguarding Statement • All volunteers/parents involved in school activities are required to sign the ‘Acceptance of Sacred Heart B.N.S. Child Protection Safeguarding Statement form’ and return a signed copy to the DLP
<p>Prevention and dealing with bullying amongst pupils</p>		<ul style="list-style-type: none"> • School implements SPHE, RSE, Stay Safe in full • 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> • Anti-bullying campaign, e.g. surveys, slogan competition, workshops/speakers • Code of Positive Behaviour • Inclusion Policy • Dignity at work Policy
<p>Outdoor teaching activities</p>		<ul style="list-style-type: none"> • First Aid procedures • Child Safeguarding Statement and DES procedures made available to all staff • The school has in place a Critical Incident Management Plan

<p>Toilet Area</p> <p>Sporting Activities</p> <p>Use of external personnel to support sports and other extra-curricular activities</p> <p>Travel to away Sporting Activities</p> <p>Administration of Medicine Administration of First Aid</p> <p>School outings</p>		<ul style="list-style-type: none"> • Toileting policy (to do), card system for toilet use at yard times • Supervision policy • Code of behaviour <ul style="list-style-type: none"> • Vetting procedures • Policy on external persons visiting the school • Health & Safety Policy <p>External personnel/coaches working with pupils <i>In accordance with circular No. 0042/2018 ‘Best practice guidance for primary schools in the use of programmes and/or external facilitators in promoting wellbeing consistent with the Department of Education ‘Wellbeing Policy Statement and Framework for Practice’ a member of the teaching staff will always be present when external personnel are working with students.</i></p> <p>All external coaches will be garda vetted. A copy of the schools ‘Child Safeguarding Statement’ will be provided to all external coaches who shall be required to sign the ‘Acceptance of Sacred Heart B.N.S. ‘Child Safeguarding Statement’ including the ‘Risk Assessment’ document and return the signed copy to the DLP. External coaches will be required to report child protection concerns to the DLP.</p> <p>A teacher/s will always accompany pupils travelling to sports events.</p> <ul style="list-style-type: none"> • Policy and procedures for the administration of first aid and medicine to pupils • Training of staff on regular basis <ul style="list-style-type: none"> • School tours policy – All school trips, outings and tours will be sanctioned by the Principal.
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<p>Care of pupils with specific vulnerabilities/needs such as</p> <ul style="list-style-type: none"> • Members of the traveller community, lesbian, gay, bisexual or transgender (LGBT) children • Pupils perceived to be LGBT • Pupils from ethnic minorities/migrants, pupils of minority religious faiths • • Child on Child Protection Notification System (CPNS) • Children In temporary accommodation <p>Managing Challenging Behaviour Amongst Pupils</p>		<ul style="list-style-type: none"> • The school implements in full the Stay Safe programme. The school has an Anti-Bullying Policy which is implemented in full. • School will liaise with TUSLA re children in care and children on CPNS. • Principal/Deputy Principal/will inform staff of relevant child safeguarding issues on a need to know basis. <p>Care of pupils with specific vulnerabilities/needs</p> <p>All school personnel are provided with a copy of the school’s Child Safeguarding Statement and are required to adhere to the Child Protection Procedures for Primary and Post Primary Schools 2017.</p> <p>The school implements in full the SPHE curriculum</p> <p>The school implements in full the Stay Safe programme. The school has an Anti-Bullying Policy which is implemented in full.</p> <p>School will liaise with TUSLA re children in care and children on CPNS.</p> <p>Principal/Deputy Principal will inform staff of relevant child safeguarding issues on a need to know basis.</p> <p>In addition to the school’s Code of Behaviour, Individual Safeguarding Plans/Positive Behaviour Management Strategies are in place for relevant pupils which are reviewed every six months or sooner if necessary. Parents/Guardians of pupils involved are consulted with in drawing up such plans and strategies. Patterns of behaviour and triggers are identified where possible to try to minimise re-occurrence.</p> <p>When necessary the school will seek appropriate clinical and therapeutic supports for pupils. Behaviour Incident Forms/Behaviour Checklists are completed for all pupils who are presenting with challenging behaviour. In all such cases parents/guardians of all pupils involved will be notified.</p>
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<p>Volunteers/Parents in school related activities</p> <p>Student teachers undertaking work experience</p> <p>Students (TY) undertaking work experience</p> <p>School overwhelmed by critical incident, death of child/ staff member</p> <p>Other policies and procedures</p> <p>Use of ICT/Cameras/Mobile Phones</p> <p>Administration of Medicine</p> <p>Administration of First Aid</p> <p>After school use of school premises by other organisations</p>		<p>Once a term a report on the management of challenging behaviour and serious incidents will be brought to the B.O.M. by the Principal.</p> <ul style="list-style-type: none"> • Vetting procedures • Policy on external persons visiting the school <ul style="list-style-type: none"> • Child Safeguarding Statement & DES procedures made available to all staff, including student teachers • Vetting procedures • Policy to not have unsupervised access to any children • In the event that students have a child protection concern or that a child makes a disclosure to them, the student must report the matter to the DLP. <ul style="list-style-type: none"> • The school has in place a Critical Incident Management Plan <p>Other policies and procedures</p> <p>The school has a Health & Safety policy.</p> <p>The school complies with the agreed disciplinary procedures for teaching staff</p> <p>The school has a Special Educational Needs policy.</p> <p>The school has an intimate care policy/plan in respect of students who require such care..... (To Do)</p> <p>The school has in place a policy and procedures for the administration of medication to pupils.</p>
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Important Note: It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary Schools 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 24th November, 2021. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

Principal/Secretary to the Board of Management