



ST. CONLETH'S COLLEGE JUNIOR SCHOOL

Child Safeguarding Statement and Risk Assessment

CHILD SAFEGUARDING STATEMENT:

Saint Conleth's Junior School is a Junior School providing primary education to pupils from Junior Infants to Sixth Form. The school, through its Child Safeguarding Statement is committed to ensuring that all children will be equally protected from harm regardless of race, ability, ethnicity, or sexual orientation.

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 Unitary Manager/CEO of St. Conleth's College has agreed the Child Safeguarding Statement set out in this document.

- 1 The service provider is St. Conleth's College Junior School, which is located at 28 Clyde Road, Ballsbridge, Dublin 4, D04 FT98.
- 2 The Unitary Manager/CEO 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.
- 3 The Designated Liaison Person (DLP) is Brian Nolan, Principal.
- 4 The Deputy Designated Liaison Person (Deputy DLP) is Dolores Kelly, Head of Preparatory School.
- 5 The Relevant Person is Brian Nolan, (Principal & DLP), contactable at nolanbrian@stconleths.ie or by phone on (01) 668 0022
- 6 The procedure for appointing the relevant person is as follows:
 1. The CEO/Unitary Manager proposes the relevant person, their functions and responsibilities.
 2. The CEO/Unitary Manager agrees to the nominated individual as the named relevant person for the purpose of the Child Safeguarding Statement.
 3. The name of the relevant person is displayed on the Tusla CSS.
- 7 The Unitary Manager/CEO recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all 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's definition of harm, in line with the definition provided in the Children First Act, 2015 is:

(a) assault, ill-treatment, or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development, or welfare, or

(b) sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions, or circumstances, or otherwise.

This definition is understood as the harm caused to children by physical abuse, emotional abuse, sexual abuse, or neglect. In the context of safeguarding, it may also relate to the bullying of children, child trafficking and or sexual exploitation, or the harm caused to children through the misuse of digital technology or on internet platforms.

8 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 the Unitary Manager / CEO to avail of relevant training
 - The Unitary Manager/CEO 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In order to maintain our list of mandated persons, we require all mandated persons to renew their Tusla Children First E-Programme. All new employees are required to complete this training before entering the classroom or working with our children.
- 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.


Note: The above is not intended as an exhaustive list. The Unitary Manager/CEO shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 9 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.
- 10 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 CEO on 27/09/23.

This Child Safeguarding Statement was reviewed by the CEO on 27/09/23.

Signed: 
Tony Kilcommons
CEO

Signed: 
Brian Nolan
Principal

Date: 27/09/23

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CHILD SAFEGUARDING RISK ASSESSMENT

Written Assessment of Risk of St. Conleth's College Junior School

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 [name of school].

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.
- Outdoor teaching activities.
- Sporting Activities.
- School outings.
- Management of School Canteen
- Use of toilet areas in schools.
- Annual Sports Days.
- Fundraising events involving pupils.
- Use of off-site facilities for school activities.
- Care of children with special educational needs.
- Administration of Emergency 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.
- Remote Teaching and Learning Platforms.
- 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.
 - Pupils with medical needs
- Children on Tusla's Child Protection Notification System (CPNS)
- Recruitment of school personnel including -
 - Teachers
 - 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.
- Application of sanctions under the school's Code of Behaviour.
- Students participating in work experience in the Junior School
- 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.
- Early Morning Drop Off.
- Afterschool Care

Child Safeguarding Risks and Related Procedures

	Risk identified	Procedure in place to manage identified risk
1.	Risk of harm not being recognised by school personnel.	<p>a) All Junior School personnel are provided with a copy of the Junior School Child Safeguarding Statement.</p> <p>b) All school personnel must complete the Children's First Online Tutorial.</p>
2.	Risk of harm not being reported properly and promptly by school personnel.	<p>a) The <i>Child Protection Procedures for Primary and Post Primary School (revised 2023)</i> are made available to all school personnel</p> <p>b) School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post Primary Schools (revised 2023)</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and it's Addendum (2019)</p> <p>c) All school personnel must complete the Children's First Online Tutorial.</p>
3.	Risk of child being harmed in the school by a member of school personnel.	<p>a) School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post Primary Schools (revised 2023)</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and its Addendum (2019)</p> <p>b) All staff are garda vetted by the school through the JMB.</p>
4.	Risk of child being harmed in the school by another child.	a) The school implements in full the SPHE Curriculum

		<p>b) The school implements in full the Stay Safe Programme.</p> <p>c) The school implements a Wellbeing Programme.</p> <p>d) 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.</p> <p>e) The school has a yard/playground supervision rota to ensure appropriate supervision of children during breaks and in respect of specific areas such as toilets, corridors etc.</p> <p>f) The school has in place a policy and clear procedures in respect of school outings.</p> <p>g) The school has a Health and Safety Policy.</p> <p>h) The school has a Code of Behaviour Policy for pupils.</p>
5.	Risk of child being harmed in the school by a volunteer or a visitor to the school.	The school adheres to the requirements of the Garda vetting legislation and to the relevant DES circulars in relation to recruitment and Garda vetting.
6.	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.	<p>a.) Procedures for a vetting disclosure when participating in out of school activities.</p> <p>b.) The school will adhere to its policy on school outings.</p> <p>c.) The school has in place a policy and procedures for the use of external sports coaches.</p>
7.	Risk of harm due to bullying of child by school personnel.	The school has a Code of Conduct/Competencies for school personnel (teaching and non-teaching)
8.	Risk of harm due to racism.	The school promotes social inclusion and cultural awareness regularly at assemblies and other school events.
9.	Risk of harm due to inadequate supervision of children in school.	<p>a.) The Junior School has a Supervision Policy in place.</p> <p>b.) Classroom Supervision procedures are in place.</p> <p>c.) Registration / Roll Call procedures are in place.</p> <p>d.) The school has a Code of Conduct/Competencies for school personnel (teaching and non-teaching)</p> <p>e.) The school has procedures in place for staff and pupils on the school premises after school hours</p>

10.	Risk of harm due to inadequate supervision of children while attending out of school activities.	The School has a School Trip/Outing Policy in place.
11.	Risk of harm due to inappropriate relationship between a child and another child.	<p>a.) The Junior School implements in full the Stay Safe Programme.</p> <p>b.) The school has an AUP Policy in place.</p>
12.	Risk of harm due to inappropriate relationship between a child and an adult.	<p>a.) All school personnel must complete the Children's First Online Tutorial</p> <p>b.) The school has an AUP Policy in place.</p> <p>c.) The Junior School implements in full the Stay Safe Programme</p>
13.	Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school.	<p>a.) The school has an AUP Policy in place.</p> <p>b.) The school has in place a Code of Behaviour for pupils, which must be signed by both pupil and parents.</p>
14.	Risk of harm to children with SEN who have particular vulnerabilities.	The school has a Special Educational Needs Policy.
15.	Risk of harm due to inadequate Code of Behaviour.	The school has in place a Code of Behaviour for pupils that is regularly reviewed for effective implementation.
16.	Risk of harm in one-to-one teaching / coaching situation.	<p>a.) The school has a Code of Conduct/Competencies for school personnel (teaching and non-teaching)</p> <p>b.) The school has in place a policy and clear procedures in place for staff in respect of one to one teaching.</p> <p>c.) The school has in place a policy and procedures for the use of external sports coaches.</p> <p>d.) The school has in place a Special Education Needs One to One Teaching Policy.</p> <p>e.) All school personnel must complete the Children's First Online Tutorial.</p> <p>f.) The school adheres to the requirements of the Garda vetting legislation and to the relevant DES circulars in relation to recruitment and Garda vetting.</p>

17.	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.	<p>a.) The School ensures all new staff are provided with a copy of the school's Child Safeguarding Statement.</p> <p>b.) The school has a Code of Conduct/Competencies for school personnel (teaching and non-teaching).</p> <p>c.) The School has a Digital and Social Media Policy in place for Pupils.</p> <p>d.) The School has a Digital and Social Media Policy in place for Staff.</p> <p>e.) The School has an SPHE Policy in place.</p> <p>f.) The school has an AUP Policy in place.</p> <p>g.) All school personnel must complete the Children's First Online Tutorial.</p>
18.	Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner.	<p>a) The school has e-mailed each member of school staff with a copy of the School's Child Safeguarding Statement part of New Teachers' Pack.</p> <p>b.) The School has a Digital and Social Media Policy in place for Pupils.</p> <p>c.) The School has a Digital and Social Media Policy in place for Staff.</p> <p>d.) The school has a Code of Conduct/Competencies for school personnel (teaching and non-teaching)</p> <p>e.) All school personnel must complete the Children's First Online Tutorial.</p>
19.	Risk of Harm due to Remote Teaching and Learning.	St. Conleth's Staff and Pupils adhere to its Remote Learning and Teaching Policy.

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 Unitary Manager/CEO 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.