



St. Anne's National School

Roll No; 19317K

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template (Landscape Version)

Child Safeguarding Statement

St. Anne's NS Rathangan 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 St. Anne'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 **John Ormonde**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Lesley Power**
- 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.

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 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.
- 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 15/02/202

This Child Safeguarding Statement was reviewed by the Board of Management on 14/02/2023

Signed: Frank Ronan
Chairperson of Board of Management

Signed: John Ormonde
Principal/Secretary to the Board of Management

Date: 14/02/2023

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Child Safeguarding Risk Assessment

Written Assessment of Risk of St. Anne's NS

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. Anne's NS.

1. List of School Activities	2. The School has identified the following Risk of Harm	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	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	Risk of inappropriate behaviour/harm by school personnel	Glass panel in doors always kept clear. Have one-to-one workstation/desk in view of panel. Teacher awareness of proximity of pupil. One-to-one teaching is timetabled Parents of children attending SET team are informed and written permission is sought. SNAs working in one-to-one situations will do so in an open environment under the direction of the class teacher.
Care of Children with special needs, including intimate care needs	Risk of inappropriate behaviour/harm by school personnel	Procedures identified in Pupil's Personal Plan Communication with parents and clear instructions sought where necessary permission of parents sought. Child Safeguarding Statement. Whole staff child protection training.
Use of toilets during outside breaks (11:00-11:15am and 1:00 - 1:30pm)	Risk of inappropriate behaviour/harm by school personnel and or other pupils	Designated toilets for children's use. Child must seek permission from an adult before entering school building. Code of Behaviour and Anti Bullying Policy. All visitors use front door and check in at reception Staff vigilance around the school.

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Pupils from diverse backgrounds (9 Discrimination Grounds)	Risk of bullying behaviour	Code of Behaviour and Anti-Bullying Policy Friendship/Kindness Weeks held twice in the school year. (usually October and February) Supervision Policy ensuring adequate supervision
Arrival of pupils before supervision starts at 9:00am	Risk of harm to child on their own in the yard, from other pupils, inappropriate behaviour, unknown adults on the school grounds	Supervision from 9:00am in school yard. Reminders to parents and bus drivers regarding supervision times Pupils do not enter the building before 9:20 without permission. Teachers collect classes from yard promptly at 9:20am Reminders to children to come to the front door if late in the morning.
Daily dismissal of pupils at 3:00pm	Risk of harm from older pupils & inappropriate behaviour/risk of harm from unknown adults collecting children within notification to school.	Pupils escorted out of the building by class teachers and supervised by principal/deputy principal at lines Reminders to children to go to the office if not collected on time. Reminders to parents to collect children on time. Parents required to notify school if someone new is collecting a child/change of arrangements.
Managing of challenging behaviour amongst pupils	Risk of injury/verbal or physical aggression towards other pupils and or staff	Code of Behaviour and Anti-Bullying Policy Speakers in classrooms so that help can be summoned if needed. Early intervention by teacher/SNA where possible to prevent episode – identification of triggers. Regular communication with parents/relevant support agencies. Child Safeguarding Statement
Sports Coaches/visiting teachers	Risk of inappropriate behaviour/harm by visitors.	Vetting Procedures in place. Supervision by teachers while class are engaging with coaches

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Music teachers	Risk of inappropriate behaviour/harm by visiting teachers	Vetting Procedures in place. Children taught in groups If individual children are taken for lessons, it is time-tabled and classroom door is left open Child Safeguarding Statement
Movement breaks for pupils	Risk of inappropriate behaviour/harm by other pupils.	Code of Behaviour and Anti Bullying Policy Designated areas and rotas of equipment use Supervision rota in place RSE, Stay Safe, Walk Tall, SPHE all taught
Classroom teaching	Risk of inappropriate behaviour/harm by school personnel	Glass panel in classroom doors in extension, with view to changing upgrading doors in older part of school Code of behaviour Supervision policy All staff members undertake child safeguarding training Vetting procedures in place
Outdoor activities taught in school grounds	Risk of inappropriate behaviour/harm by school personnel/other pupils	Yards are fenced and gated Code of Behaviour and Anti Bullying Policy Staff undertake Safeguarding staff training. Adequate Supervision. Children allocated an SNA due to concerns re: flight risk will be accompanied by that SNA.
After school sporting activities	Risk of inappropriate behaviour/harm by school personnel/other pupils	Code of behaviour and Anti Bullying Policies Safeguarding staff training. Vetting Procedures in place for additional coaches Adequate supervision.
Homework Club	Risk of inappropriate behaviour/harm by school personnel/other pupils	Code of Behaviour and Anti-Bullying Policy Safeguarding staff training. Vetting procedures in place Attendance list kept Written consent from parents sought

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
After School club/lessons provided by others who are not school staff	Risk of inappropriate behaviour/harm by school personnel/other pupils	Vetting Procedures in place Insurance sought, and Allianz informed. DLP identified and made known to Principal
School outings	Risk of inappropriate behaviour/harm by school personnel/other pupils/stranger/a person employed at the tour venue A child straying from the group	Code of Behaviour and Anti Bullying policies Staff Safeguarding training. Adequate supervision (minimum of 2 adults on a bus, one being the class teacher) No electronic devices allowed SNA accompanying where needed with child allocated same. Children & staff adhere to policies & procedures in place at venue.
Annual Sports Day/Active School Week/Nuala Stafford Cup Day etc.	Risk of inappropriate behaviour/harm by school personnel/older pupils/peers/ unknown persons Risk of images of children being taken and uploaded without knowledge or consent	Code of Behaviour and Anti Bullying policies. Child Safeguarding statement. Parents/guardians required to check in with teachers when bringing a child home. Adequate supervision. Children must receive permission from a staff member to go to toilets. No electronic devices allowed Parents can take photographs of their own children or groups and not to upload photographs taken on school property onto social media sites
Use of off-site facilities for school activities e.g. sports competitions, Rathangan Hall, ball alley, hurling wall	Risk of inappropriate behaviour/harm by school personnel/older pupils/peers /unknown persons	Code of Behaviour and Anti Bullying policies Child Safe Guarding statement. Adequate supervision by teacher or SNA Adherence to policies & procedures in place at said venue Staff monitor changing rooms and where possible children change at school before matches/ competitions. All school adult volunteers are vetted.

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Swimming	Inappropriate behaviour/harm by school personnel /peers/unknown persons	Code of Behaviour and Anti Bullying policy. Swimming procedures in place. Child Safeguarding statement. Adequate supervision. Adherence to policies & procedures in place at said venue
Library Van	Inappropriate behaviour/harm by school personnel/peers/librarians/older children	Garda Vetting procedures in place. Child Safeguarding Statement Supervision by member of staff
Administration of First Aid	Inappropriate behaviour/harm by school personnel /peers/unknown persons	Medical alert list on school files. Printed copy provided to class teacher. Trained First Aiders on staff. First aid administered in a public area and Consent from parents sought on enrolment
Use of external personnel to supplement curriculum e.g. Literacy Lift Off	Risk of inappropriate behaviour/harm by school personnel/peers/older children/extra personnel.	Vetting procedures. Always under teacher supervision. Child Safeguarding Statement Code of Behaviour & normal policies & procedures adhered to.
Recruitment of school personnel including - • Teachers & Substitutes • Supplementary Teachers • SNAs and substitutes • Ancillary Staff	Risk of inappropriate behaviour/harm by school personnel/older pupils/peers/ /unknown persons Risk that harm not recognised or properly/ promptly reported.	Child Safeguarding Statement & DES procedures made available to all staff. Staff to view Túsla training module and any other online training offered by PDST. Recruitment/interview process. Vetting Procedures. Procedures & practices in place.
Use of Information and Communication Technology by pupils in school	Risk of inappropriate behaviour/harm by school personnel/older pupils/peers /unknown persons Risk of accessing inappropriate content	Code of Behaviour and Anti-Bullying Policy. Acceptable Use of ICT Policy. Mobile phone policy. ICT used under teacher supervision.
Students participating in work experience in the school.	Risk of harm to children by work experience students/risk of harm to work experience students	Vetting procedures in place Work experience students always under teacher supervision. Insurance sought from schools/colleges

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Use of digital media to record school events	Risk of images of children being taken and uploaded without knowledge or consent	Internet acceptable use policy All photographs uploaded to school computers and deleted from personal devices.
Student teachers undertaking training placement in school	Risk of inappropriate behaviour/harm by student teachers Risk of harm not recognised and reported properly. Risk of lack of knowledge of school procedures/policies	Vetting procedures in place. Initial orientation meeting with principal & familiarisation with school policies and procedures. Under class teacher's supervision. Liaison with Teacher Training College. Child Safe Guarding statement & Code of Behaviour.
After school use of school premises by other organisations	That the standard of child protection afforded to children in the care of the outside organisation will not be in keeping with the school standard	Use of premises policy. Outside organisations must have an assigned DLP to ensure proper and prompt reporting is carried out by them. Outside organisations ensure that appropriate policies and procedures are in place.
Children travelling to school in staff members' cars	Risk of harm from personnel other than school staff/Risk of harm from school staff	Vetting procedures in place Consent sought from parents in relation to children travelling to matches in cars Staff members do not bring children alone in their cars
Children being sent to the office on messages.	Potential risk from peers/older children/school personnel/visitors to school	Teachers of classes up to 2 nd class will send two children to the office.

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.

