

# *Child Safeguarding Statement 2023-2024*



*Scoil Una Naofa*

*Armagh Road,  
Crumlin,  
Dublin 12*

# CHILD SAFEGUARDING STATEMENT

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Scoil Úna Naofa is a primary school providing primary education to pupils from Early Start Sixth Class.

This Policy has been revised & updated in-line with Circular 0036/2023 and the procedures come into effect on 1/09/2023. This policy was ratified by the Board of Management on 26/09/2023

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, 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 Scoil Úna Naofa has agreed the Child Safeguarding Statement set out in this document.

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.

The Designated Liaison Person (DLP) is Adrienne Ní Cheallaigh

The Deputy Designated Liaison Person (Deputy DLP) is Caoimhe McCarrick

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. 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.

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1 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 DES 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 DES and available on the DES 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.
- 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 and the guidelines as defined under the Children First Act 2015.
- 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 child safeguarding statement.
- Updated reporting procedures at section 9.5 of the Child Protection Procedures for Primary and Post-Primary Schools (revised 2023), which enable the board of management to undertake their oversight arrangements while not disclosing the identity of the member of school personnel against whom an allegation is made or disclosing the identity of the child to the board. This information must now be anonymised in the documents provided as part of the Child Protection Oversight Report. The protocol authorising immediate action continues to operate as

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previously, without anonymisation. Employers (boards of management or CEs of ETB, as appropriate) must familiarise themselves with the revised procedures and ensure that these are followed correctly for all Child Protection Oversight Reports presented to the board from 1 September 2023.

- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
  - In accordance with the Children First Act 2015, 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 attached as an appendix to these procedures.
  - The various procedures referred to in this Statement can be accessed via the school's website, the DES website or will be made available on request by the school.
- 2 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.
- 3 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 22<sup>nd</sup> March 2018 and is reviewed annually in September each year.

### Review and Ratification:

This policy was reviewed and ratified by the Board of Management on Tuesday, 26th September, 2023

Signed: 

Chairperson of Board of Management

Signed: 

Principal

Date: 27/09/2023

Date: 27/09/2023

Date of next review: September 2024.

# *Risk Assessments*

## CHILD SAFEGUARDING STATEMENT

### 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 nor reported promptly  Lack of information with regard to following the correct procedures for child welfare.	DLP in place DDLDP in place Tusla online training completed PDST Training completed BOM Child Protection training completed PDST training for DLP/DDLP completed Child Safeguarding Statement/Child Protection Policy on view in school reception and on internal school drive Soft copies of CP Policy is located on the desktop of all teacher computers Children First book available to all staff
One-to-one teaching	High	Harm by school personnel Close contact between staff and children	SEN Policy Open doors
Care of children with special needs, including intimate care needs	High	Harm by school personnel Close contact between staff and children	SEN Policy SNA Policy Use of PPE equipment
Toilet areas	High	Inappropriate behaviour, by pupils and/or staff	Usage and supervision procedures Sanitizing and cleaning products and procedures
Curricular Provision in respect of SPHE, RSE, Stay safe.	Low	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	High	Injury to pupils and staff Close contact between pupils and staff	Health & Safety Policy Code Of Behaviour Sanitizing of area/room if necessary SEN Policy

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Daily arrival and dismissal of pupils	High	Harm from other pupils, unknown adults on the playground Traffic on road Inappropriate behaviour	Enhanced procedures for arrival and dismissal Health & Safety Policy
Recreation breaks for pupils	High	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Health & Safety Policy Code of Behaviour Walking on the left
Classroom teaching	Med	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Health & Safety Policy Code of Behaviour Regular handwashing and sanitizing Use of PPE equipment if necessary
Outdoor teaching activities	Med	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Child/Teacher ratio Health & Safety Policy Regular handwashing and sanitizing Use of PPE equipment if necessary
Sporting Activities	High	Injury to pupils/Bullying Harm not recognised or properly or promptly reported  Close contact between pupils and staff	Staff Supervision Policy First Aid Kits Procedure for use of ice packs  Regular handwashing and sanitizing Use of PPE equipment if necessary
Sports Coaches	Med	Harm to pupils	Garda Vetting for all coaches Open doors / Staff supervision
Educational Trips/Matches	High	Inappropriate Behaviour Injury to pupils	Code of Behaviour Health & Safety Policy Educational Trips Policy Supervision

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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
Choir	Low	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Staff Supervision
Violin Lessons (CCMA)	Low	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Garda vetting of tutors Staff supervision
Play Therapy / Clanwilliam / School completion	High	Harm to pupils	Garda Vetting Open doors / Staff supervision Cleaning of materials after use
Student teachers undertaking training placement in school	High	Student teachers not following policies & procedures	School Information Booklet made available to all student teachers and visiting teachers on work experience. DP responsible for mentoring of students
Students participating in work experience in the school	Low	Harm not recognised or properly or promptly reported Inappropriate behaviour	Staff supervision Garda Vetting Insurance indemnity forms from student's own school
Afterschool Activities	High	Visitors to the school/Less behavioural supervision	Garda Vetting Parental Permission
Use of school toilets	High	Inappropriate Behaviour	Usage and supervision policy
Changing for sport activities	High	Inappropriate Behaviour	Separate dressing rooms / Supervision Garda Vetting
Annual Sports Day	High	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Code of Behaviour Health & Safety Policy Full Staff Involvement



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Use of off-site facilities for school activities	Med	Injury to pupils	Educational Trips Policy Staff Supervision/Garda Vetting of outside tutors/volunteers
School transport arrangements	Med	Harm to pupils Harm not recognised or properly or promptly reported	Garda vetting of bus drivers Seat belt checks
Volunteers/Parents in class	Med	Harm to pupils	Garda Vetting Policy for Parents/Volunteers
Administration of First Aid	High	Misuse of first aid equipment Close contact between staff and children	Procedures for administration of First Aid First Aid Basket Use of PPE equipment
Administration of Medicine	High	Lack of knowledge/information Close contact between staff and children	First Aid Basket Use of PPE equipment Health Alert board in staffroom Medical Administration form
Prevention and dealing with bullying amongst pupils	High	Emotional health & wellbeing of pupils Physical harm to pupils Close contact between staff and children	Anti-Bullying Policy (including cyber-bullying) Code of Behaviour Anti-Bullying Committee Additional Curricular SPHE
Use of Information and Communication Technology by pupils in school	High	Bullying Staff not following policies & procedures	ICT Policy Anti-Bullying Policy Code of Behaviour Acceptable Use Policy
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	High	Staff / pupils not following policies & procedures	Acceptable Use Policy Code of Behaviour

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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
Care of pupils with specific vulnerabilities/needs such as <ul style="list-style-type: none"> <li>• Pupils from ethnic minorities/migrants</li> <li>• Members of the Traveller community</li> <li>• Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>• Pupils perceived to be LGBT</li> <li>• Pupils of minority religious faiths</li> <li>• Children in care</li> <li>• Children on CPNS (child protection notification system)</li> </ul>	High	Injury to pupils/Bullying Harm not recognised or properly or promptly reported Intimate Care needs  Emotional Health & Well Being  Close contact between staff and children	ICT Policy Anti-Bullying Policy Code of Behaviour Acceptable Use Policy SNA Policy Ongoing assessment for counselling – Care Team Use of PPE equipment when necessary
ASD Unit 'Sonas Class'	High	Flight risk of children  Injury to staff/other pupils due to difficult behaviours	High locks to be put on class door and external door leading out to the school hallway. Class teacher trained in 'Positive handling techniques'. Children will follow same code of behaviour as rest of school, class rules in place and thinking chair/time out used when needed. Staff will be provided with ongoing training as needed. SEN Policy SNA Policy

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ASD yard	High	Injury to staff/other pupils due to difficult behaviours	Children will follow code of behaviour for school whilst on yard and always be supervised by an SNA or teacher.
Use of video/photography/other media to record school events	High	Inappropriate use and/or online sharing of photographs/videos of pupils and/or staff	Acceptable Use Policy ICT policy Reminders

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**COVID-19 Risk Template** (List identifies COVID-19 as the hazard and outlines control measures required to deal with this risk)

Hazards	Is the hazard present? Y/N	What is the risk?	Risk rating H=High M=Medium L=Low	Controls (When all controls are in place risk will be reduced)	Is this control in place?	Action/to do list/outstanding controls  *Risk rating applies to outstanding controls outlined in this column	Person responsible	Signature and date when action completed
COVID-19	N	Illness	H	School Covid-19 Response Plan in place in line with Department of Education guidance and the Return to Work Safety Protocol and Public Health Advice		Follow public health guidance from HSE re hygiene and respiratory etiquette	Caoimhe Mc Carrick (LWR)	
						Complete School COVID-19 Policy Statement	Principal/ School Secretary	
						Return to Work Forms received and reviewed	Principal	
						Induction Training provided	School Secretary/Principal	
						Contact log in place		
						Complete checklists as required:	Principal/ LWR	
						School Management	Secretary/ LWR	
						How to deal with a suspected case		
						Other school specific checklist	School Response Team	

If there is one or more High Risk (H) actions needed,  
then the risk of injury could be high and immediate action should be taken.  
Medium Risk (M) actions should be dealt with as soon as possible.  
Low Risk (L) actions should be dealt with as soon as practicable.

Risk Assessment carried out by: Adrienne Ní Cheallaigh/Vera Kavanagh/ Caoimhe McCarrick

Date:26/09/2023

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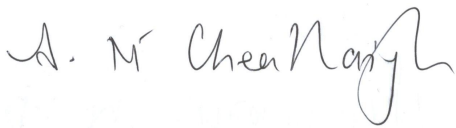
**Important Note:** It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary 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 in November 2022. It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed   
Chairperson, Board of Management

Date 27/09/2023

Signed   
Principal/Secretary Board of Management

Date 27/09/2023