



CHILD SAFEGUARDING RISK ASSESSMENT

WRITTEN ASSESSMENT OF RISK OF Scoil Mhuire Gan Smál, New Inn, Cashel, Co. Tipperary



SCHOOL ACTIVITIES	RISKS IDENTIFIED	PROCEDURES IN PLACE TO ADDRESS THE RISKS OF HARM IDENTIFIED IN THIS RISK ASSESSMENT
<ul style="list-style-type: none"> Daily arrival and dismissal of pupils 	<ul style="list-style-type: none"> Risk of harm due to children arriving before school commences 	<ul style="list-style-type: none"> School has a Yard Supervision Policy to ensure appropriate supervision during arrival, breaks and dismissal
<ul style="list-style-type: none"> Recreation breaks for pupils 	<ul style="list-style-type: none"> Risk of harm due to bullying. Children not staying in supervised area 	<ul style="list-style-type: none"> School has a Yard Supervision Policy to ensure appropriate supervision during arrival, breaks and dismissal
<ul style="list-style-type: none"> Classroom teaching 		
<ul style="list-style-type: none"> One-to-one teaching 	<ul style="list-style-type: none"> Leaving both child & teacher in a vulnerable position 	<ul style="list-style-type: none"> Amend S.E.N. timetable to eliminate 1:1 teaching . Where 1:1 teaching cannot be eliminated due to child's needs, provision has been made for the timetabled lesson to take place after 2.10pm in an infant classroom, where the class teacher is also present. In the event of a child being in a one to one situation as another child is absent – door is left open.
<ul style="list-style-type: none"> Outdoor teaching activities 		
<ul style="list-style-type: none"> Sporting activities 	<ul style="list-style-type: none"> Risk of child being harmed by a member of an outside organisation while child is participating in school activity. 	<ul style="list-style-type: none"> Discuss with swimming pool a strategy for supervision is in place for the male changing rooms while boys are attending lessons as currently all school staff are female and cannot enter male changing rooms. School has a P.E. policy in place and clear procedures in respect of school sporting activities..

<ul style="list-style-type: none"> • School outings 	<ul style="list-style-type: none"> • Risk of child being harmed by a member of an outside organisation while child is participating in a school trip 	<ul style="list-style-type: none"> • School Tour Policy in place with clear procedures for school tours
<ul style="list-style-type: none"> • Use of toilet 		
<ul style="list-style-type: none"> • Annual Sports Day 		
<ul style="list-style-type: none"> • Fundraising events involving pupils 		
<ul style="list-style-type: none"> • Use of off-site facilities for school activities 	<ul style="list-style-type: none"> • Risk of child being harmed by a member of an outside organisation while child is participating in school activity 	<ul style="list-style-type: none"> • School Tour Policy in place with clear procedures for school tours
<ul style="list-style-type: none"> • School Transport arrangements 	<ul style="list-style-type: none"> • Risk of child being alone if first or last on/off bus • Risk of child being verbally/sexually harassed on the bus 	<ul style="list-style-type: none"> • Check with bus providers that all drivers are garda vetted. • Report the incident to Bus Eireann. • Make written complaint if it is of a serious nature (keep record of all details)
<ul style="list-style-type: none"> • Care of children with Special Educational Needs, including intimate care where needed 	<ul style="list-style-type: none"> • Leaves both child & teacher in a vulnerable position 	<ul style="list-style-type: none"> • In the Junior classes the toilet facilities are accessed from the classroom, the door to the toilet area will be left open while the SNA assists the child with special needs
<ul style="list-style-type: none"> • Managing of challenging behaviour amongst pupils 	<ul style="list-style-type: none"> • Risk of child being harmed in school by another child 	<ul style="list-style-type: none"> • Anti-Bullying Policy & Code of Discipline Policy in place. • Incredible Years
<ul style="list-style-type: none"> • Administration of Medicine 	<ul style="list-style-type: none"> • Child could access medication not intended for them eg. (insulin, injection/inhalers) • Wrong dosage may be administered 	<ul style="list-style-type: none"> • Purchase secure storage unit for medication • All medication to be stored out of reach of children in secure unit in office. • All parents must notify class teacher if child is bringing inhalers and must be clearly labelled. • Inhaler must be administered by children themselves but under supervision • School has Administration of Medicine Policy in place with clear procedures for

		administration
<ul style="list-style-type: none"> Administration of First Aid 	<ul style="list-style-type: none"> Risk of harm to child due to inadequate administration of First Aid on child 	<ul style="list-style-type: none"> Some staff members have attended First Aid training but all are encouraged to do so. Currently looking into using Croke Park hours for appropriate upskilling.
<ul style="list-style-type: none"> Curricular provision in respect of SPHE, RSE, Stay Safe 		<ul style="list-style-type: none"> School has S.P.H.E./Stay Safe & RSE policies in place
<ul style="list-style-type: none"> Prevention and dealing with bullying amongst pupils 	<ul style="list-style-type: none"> Risk of child being harmed in school by another child 	<ul style="list-style-type: none"> School has an Anti-Bullying policy which fully adheres to the requirements of the Department's procedures for Primary & Post primary schools School implements in full the "Stay Safe/S.P.H.E. curriculum School has a Cyber Bullying policy
<ul style="list-style-type: none"> Training of school personnel in child protection matters 		<ul style="list-style-type: none"> All teaching staff and ancillary staff completed PDST & Tusla elearning course and DLP & DDLP are to attend in-service
<ul style="list-style-type: none"> Use of external personnel to supplement curriculum 	<ul style="list-style-type: none"> Risk of child being harmed by external teacher/coach 	<ul style="list-style-type: none"> Ensure they provide evidence of up to date garda vetting Class teacher remains with class during the lesson
<ul style="list-style-type: none"> Use of external personnel to support sports and other extra-curricular activities 	<ul style="list-style-type: none"> Risk of child being harmed by external teacher/coach 	<ul style="list-style-type: none"> Ensure the relevant coach/teacher has up to date Garda vetting
<ul style="list-style-type: none"> Care of pupils with specific vulnerabilities/needs such as: <ul style="list-style-type: none"> ➤ Members of the Traveller community 		<ul style="list-style-type: none"> Our school ethos promotes an inclusive culture and our Inclusion Policy supports this.

<ul style="list-style-type: none"> • Recruitment of school personnel including: <ul style="list-style-type: none"> ➤ Teachers/Snas ➤ Caretaker/Secretary/Cleaners ➤ Sports Coaches ➤ External Tutors/Guest Speakers ➤ Volunteers/Parents in school activities ➤ Visitors/contractors present in school during school hours 	<ul style="list-style-type: none"> • Risk of child being harmed by visitor or volunteer to school 	<ul style="list-style-type: none"> • Any parent volunteers for A.S.A.P. , school activities, school concert, school trips, sports day, religious ceremonies have to provide evidence of being Garda vetted • Class teacher stays in class when guest speakers/tutor/visitors comes to school
<ul style="list-style-type: none"> • Participation by pupils in religious ceremonies/religious instruction external to the school 	<ul style="list-style-type: none"> • Risk of child being harmed by visitor or volunteer to school 	<ul style="list-style-type: none"> • Ensure all involved in delivery of external religious programmes are Garda vetted
<ul style="list-style-type: none"> • Use of Information and Communication Technology by pupils in school (including mobile phones) 	<ul style="list-style-type: none"> • Risk of harm due to children inappropriately accessing/using computers, social media/phones and other devices while in school (or on school trips) 	<ul style="list-style-type: none"> • School has an ICT policy in place in respect of usage of ICT by pupils • School participates in Internet safety awareness lessons • School has mobile phone policy in respect of usage of mobile phones by pupils • Parents are alerted to local internet safety awareness meetings
<ul style="list-style-type: none"> • Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc. 		<ul style="list-style-type: none"> • School has a Mobile Phone Policy in place
<ul style="list-style-type: none"> • Students participating in work experience in the school 		
<ul style="list-style-type: none"> • Student teachers undertaking training placement in school 	<ul style="list-style-type: none"> • No risk identified 	<ul style="list-style-type: none"> • Ensure Garda vetting is in place

<ul style="list-style-type: none"> • Use of video/photography/other media to record school events 	<ul style="list-style-type: none"> • No risk identified 	<ul style="list-style-type: none"> • School has policy of not posting photos of named individual pupils on our website.
<ul style="list-style-type: none"> • After school use of school premises by other organisations 	<ul style="list-style-type: none"> • Risk of harm due to inadequate supervision while attending out of school activities 	<ul style="list-style-type: none"> • Review contract arrangements with after school provider and make any necessary changes
<ul style="list-style-type: none"> • Use of school premises by other organisation during school day 	<ul style="list-style-type: none"> • Risk of harm due to lack of supervision 	<ul style="list-style-type: none"> • Discuss collection of children @ 2.10pm for After-School Club with provider
<ul style="list-style-type: none"> • Breakfast club 		See above

❖ All the aforementioned school policies are available for viewing on our website – www.newingirlsschool.ie

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*

- Should a parent have any other concerns regarding a possible risk to a child in school please contact the D.L.P. (Designated Liaison Person) – Principal, Fiona Ryan. If the concern/risk is outside of school parents should contact the relevant club or agency i.e:
 - G.A.A. – Child Welfare Officer/Juvenile Chairperson
 - Bus Eireann, Waterford (051) 873401
 - Local Gardai, Cahir – (052) 7445630
 - Tusla, Clonmel (052) 6177302

Please see “How do I report a concern about a child” document - Appendix A

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 9/4/18. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed: Breda Hickey Date: 9/4/18

Chairperson, Board of Management

Signed: Fiona Ryan Date: 9/4/18

Principal/Secretary to the Board of Management

Amended 20/5/19.

Signed: Breda Hickey

Chairperson

Appendix A

How do I report a concern about a child?

When should I report a concern about a child to Tusla?

You should always inform Tusla if you have reasonable grounds for concern that a child may have been, is being, or is at risk of being abused or neglected.

You can report your concern in person, by telephone or in writing to the local social work duty service in the area where the child lives. You can find contact details for the Tusla social work teams [here](#).

It is not necessary for you to prove that abuse has occurred to report a concern to Tusla. All that is required is that you have reasonable grounds for concern. It is Tusla's role to assess concerns that are reported to it. If you report a concern, you can be assured that your information will be carefully considered with any other information available and a child protection assessment will be carried out where sufficient risk is identified.

Reasonable grounds for a child protection or welfare concern include:

- Evidence, for example an injury or behaviour, that is consistent with abuse and is unlikely to have been caused in any other way
- Any concern about possible sexual abuse
- Consistent signs that a child is suffering from emotional or physical neglect
- A child saying or indicating by other means that he or she has been abused
- Admission or indication by an adult or a child of an alleged abuse they committed
- An account from a person who saw the child being abused

If you are concerned about a child but unsure whether you should report it to Tusla, you may find it useful to contact Tusla to informally discuss your concern. This provides an opportunity to discuss the query in general and to decide whether a formal report of the concern to Tusla is appropriate at this stage. If the concern is below the threshold for reporting, Tusla may be able to provide advice in terms of keeping an eye on the child and other services that may be more suitable to meeting the needs of the child and/or family.

What will I be asked?

To help Tusla staff assess your reasonable concern, they need as much information as possible. You should provide as much relevant information as you can about the child, his/her home circumstances and the grounds for concern. These could include:

- The child's name, address and age
- Names and addresses of parents or guardians
- Names, if known, of who is allegedly harming the child or not caring for them appropriately
- A detailed account of your grounds for concern (e.g. details of the allegation, dates of incidents, and description of injuries)
- Names of other children in the household
- Name of school the child attends
- Your name, contact details and relationship to the child

You should give as much information as possible to social workers at an early stage so that they can do a full check of their records. For instance, they can see if the child and/or a sibling have been the subject of a previous referral, or if an adult in the household had previous contact with the child protection services. It also helps social workers to prioritise cases for attention, as they are not in a position to respond immediately to all cases. However, they will always respond where a child is in immediate danger or at high risk of harm. It will also help Tusla to decide if another service would be more appropriate to help meet the needs of the child, i.e. a community or family support service rather than a social work service.

Can a report be made anonymously?

While it is possible to report a concern without giving your name, it may make it difficult for Tusla to assess your concern. All information that you provide will be dealt with in a professional manner. While Tusla cannot guarantee confidentiality, in general it will not reveal the names of members of the public who report suspected child abuse without their permission.