

Child Safeguarding Risk Assessment 2022/23

Written Assessment of Risk in Coláiste Chríost Rí

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 2017*, the following is the Written Risk Assessment of [name of school].

1. List of school activities

2. Daily arrival and dismissal of pupils
3. Recreation breaks for pupils
4. Classroom teaching
5. One-to-one teaching
6. One-to-one counselling
7. Outdoor teaching activities
8. Sporting Activities
9. School outings
10. School trips involving overnight stay
11. School trips involving foreign travel
12. Use of toilet/changing/shower areas in schools
13. Annual Sports Day
14. Fundraising events involving pupils
15. Use of off-site facilities for school activities
16. School transport arrangements including use of bus escorts
17. Care of children with special educational needs, including intimate care where needed,
18. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
19. Administration of Medicine
20. Administration of First Aid
21. Curricular provision in respect of SPHE, RSE.
22. Prevention and dealing with bullying amongst pupils
23. Training of school personnel in child protection matters
24. Use of external personnel to supplement curriculum
25. Use of external personnel to support sports and other extra-curricular activities
26. Care of pupils with specific vulnerabilities/ needs including but not limited to
 - 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
 - Children in care
 - Children on CPNS
27. Recruitment of school personnel including -
 - Teachers/SNA's
 - 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
28. Participation by pupils in religious ceremonies/religious instruction external to the school
 29. Use of Information and Communication Technology by pupils in school
 30. Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
 31. Students participating in work experience in the school
 32. Students from the school participating in work experience elsewhere
 33. Student teachers undertaking training placement in school
 34. Use of video/photography/other media to record school events
 35. After school use of school premises by other organisations
 36. Use of school premises by other organisation during school day
 37. Breakfast club
 38. Homework club/evening study
 39. Student Mentoring
 40. Monitoring students in relation to Covid 19 safeguards

2. The school has identified the following risk of harm in respect of its activities -

1. Risk of harm not being recognised by school personnel
2. Risk of harm not being reported properly and promptly by school personnel
3. Risk of child being harmed in the school by a member of school personnel
4. Risk of child being harmed in the school by another child
5. Risk of child being harmed in the school by volunteer or visitor to the school
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
7. Risk of harm due to bullying of child
8. Risk of harm due to inadequate supervision of children in school
9. Risk of harm due to inadequate supervision of children while attending out of school activities
10. Risk of harm due to inappropriate relationship/communications between child and another child or adult
11. Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
12. Risk of harm to children with SEN who have particular vulnerabilities
13. Risk of harm to child while a child is receiving intimate care
14. Risk of harm due to inadequate code of behaviour
15. Risk of harm in one-to-one teaching, counselling, coaching situation
16. Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner

17. Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

3. The school has the following procedures in place to address the risks of harm identified in this assessment -

1. school personnel are provided with a copy of the school's *Child Safeguarding Statement*.
2. School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
3. The school implements in full the SPHE curriculum
4. The school implements in full the Wellbeing Programme at Junior Cycle
5. 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*
6. The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. It states,
 - **Supervision for Child Protection**
 - Supervision is organised throughout each school day to ensure the health, safety and wellbeing of all the students to cover all the locations within the school and the school grounds and also to make sure that all activities are safe and supervised.
 - Supervision begins each morning at 8.10 and all the corridors, seanhalla, locker areas, toilets are patrolled by teachers with a view to ensuring safety and good behaviour.
 - At each break in the morning 10.30 & 11.25 teachers supervise the yard, corridors, seanhalla and toilet areas to keep an eye on behaviour and to ensure the safety and well-being of all student.
 - At the lunch break 12.45 -13.25 there is further supervision by teachers of the areas where students congregate and there are designated areas for students to eat their lunches and also to study, if arranged in advance.
 - At the end of each school day 3.25 – 3.30 corridors, toilets and locker areas are supervised to ensure the safe finish to school activities and to make sure that students safely access their lockers and that no unruly behaviour is allowed which might harm any student and that students safely exit the school premises.
 - SNA staff accompany students with special needs to their lockers, classrooms, home room and also to the yard and seanhalla during break times to ensure their safety and protection. This work is done by the SNA staff from 8.10 am until 3.30 each day.
7. The school has in place a policy and clear procedures in respect of school outings; Students will always be accompanied by a teacher. For school trips involving overnight stay or foreign travel a Child safeguarding statement for each tour shall be completed. Assurances will be sought from the company organising the tour that all venues are suitable. All school rules and procedures are in place during the trip. Parents/guardians must consent to the travel arrangements.
8. The school has a Health and safety policy and this is under review during 2022/23

9. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
10. The school accepts and adheres to the Teaching Council's 'Code of Professional Conduct for Teachers'
11. The school complies with the agreed disciplinary procedures for teaching staff
12. The school has a Special Educational Needs policy
13. The school has an intimate care policy/plan in respect of students who require such care. The care plan must be agreed to by the parents/guardians of the student and implemented by two members of staff.
14. The school has in place a policy and procedures for the administration of medication to pupils. Medications are only administered with the prior consent of the parent or guardian and in the presence of another member of staff
15. The school –
 - i. Has provided each member of school staff with a copy of the school's Child Safeguarding Statement
 - ii. Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
 - iii. Encourages staff to avail of relevant training
 - iv. Encourages board of management members to avail of relevant training
 - v. Maintains records of all staff and board member training
16. The school has in place a policy and procedures for the administration of First Aid A second member of staff should be present and treatment should take place in a public place as far as is possible.
17. The school has in place a code of positive behaviour for pupils
18. The school has in place an ICT policy in respect of usage of ICT by pupils
19. The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
20. The school has in place a Critical Incident Management Plan
21. The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum: for other than a once off class the external person must be Garda Vetted
22. The school has in place a policy and procedures for the use of external sports coaches: external person must be Garda Vetted
23. The school has in place a policy and procedures for one on one coaching; it is conducted by a member of staff in a public area.
24. The school has in place a policy and clear procedures for one-to-one teaching activities; teaching should take place where both the student and teacher are visible from the classroom door window and the SEN teachers should inform the Deputy Principal the location of the classroom being used.
25. The school has in place a policy and procedures for one-to-one counselling should take place where both the student and teacher are visible from the classroom door window
26. The school has in place a policy and procedures in respect of student teacher placements student teacher must be Garda Vetted
27. The school has in place a policy and procedures in respect of students undertaking work experience in the school. Students must be Garda Vetted

28. The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations. Parents/guardians must give their consent to the work placement.
29. Student mentors must receive appropriate training and be under the supervision of a teacher
30. Covid 19 response plan

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.

Examples of activities, risks and procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as “any potential for harm”. Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to *Children First: National Guidance for the Protection and Welfare of Children* published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

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