

Coláiste Chríost Rí

Child Safeguarding Statement and Risk Assessment Template

Child Safeguarding Statement

2024/2025

Coláiste Chríost Rí is a post-primary school providing /post-primary education to pupils from /First Year to Leaving Certificate Year.

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 Board of Management of Coláiste Chríost Rí 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 (revised 2023)* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Padraig Mac an Rí
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Liam Shorten
- 4 The Relevant Person is Padraig Mac an Rí
- 5 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.

Coláiste Chríost Rí will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

- 6 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 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 (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 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. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 7 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.
- 8 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 _____ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on ____ [most recent review date].

Signed: _____

Signed: _____

Chairperson of Board of Management

Principal/Secretary to the Board of Management

Date: _____

Date: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of Coláiste Chríost Rí

2024/2025

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 Coláiste Chríost Rí.

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 -

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 students.
- 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

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 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.

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)*.

Examples of School Activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching

- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of 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
- 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
 - Children in care
 - Children on Tusla's Child Protection Notification System (CPNS)
 - Children with medical needs
- Recruitment of school personnel including -
 - Teachers/SNAs
 - 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, including social media
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students from the school participating in work experience elsewhere
- 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
- Use of school premises by other organisation during school day
- Breakfast club
- Homework club/evening study

Examples of Risks of Harm

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- 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
- Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- 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
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

Examples of Procedures to address risks of harm

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- 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*
- The school undertakes anti-racism awareness initiatives

- 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.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a health and safety policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
- The school has a codes of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
 - Has provided each member of school 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
 - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tablet devices in the school by pupils as per circular 38/2018
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations