



Dromin National School

Child Safeguarding Statement and Risk Assessment

Dromin N.S. is a Catholic primary school providing primary education to pupils from Junior Infants to Sixth Class. In addition to its four mainstream classes.

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 Dromin N.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 Seán Clare (Principal)
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Eimear Clarke (Deputy principal)
- 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/employee 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 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 school's 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.

6 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.

- 7 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: _____

Chairperson of Board of Management

Date: _____

Signed: _____

Principal/Secretary to the Board of Management

Date: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of Dromin N.S., Dunleer.

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 Dromin N.S., Dunleer.

List of school activities

| Risk identified/ Activities | Potential risk of harm (High/ Medium/ Small) | Procedure in place to manage risk identified |
|--|--|--|
| Opening/Closing Times and Break Times | Access to pupils by strangers or other adults. Risk of harm from other pupils | The school opens at 9.20am. Principal and Deputy Principal are on site from 8.55am. Parents and guardians are informed by newsletter via our Aladdin database that before school supervision is not provided in the school. All access doors are monitored from 9.20am. Visitors to the office/reception areas are not given access to children. School supervision policy and routines will be followed by all staff to ensure that there is comprehensive supervision of children at all breaks. Our SNA is on duty during yard breaks in addition to teaching staff. Please refer to Covid-19 protocols later in doc. |
| Children leaving school during the school day. | Medium | Sign out and in book is kept in the office to record and monitor children who leave and return to the school during the course of the school day. Parents/Guardians may nominate a responsible adult to collect their child. The office or class teacher must be informed in advance of this. |
| Behaviour | Behaviours that may be a cause of concern to supervising staff. | Children are to be encouraged at all times to play co-operatively and inappropriate behaviour will be addressed under our Code of Behaviour. If an incident occurs which we consider to be of a sexualised nature or inappropriate staff will notify the DLP who will record it and respond to it as required. |

| | | |
|--------------------------|--|--|
| Visibility | Children may be out of the line of sight of staff. | Teachers will ensure that children are visible in the school yard. Children will not be allowed to spend time in classrooms where they would not be under adult supervision. Refer to Yard Supervision Procedures. |
| Visitors/Visiting Tutors | Visitors or tutors having unsupervised access to pupils. Tutors behaving inappropriately. Tutors lacking awareness of child safety issues. | Teachers on yard duty will be aware of visitors entering the school yard and will ascertain their intentions. They will be supervised in the discharge of their business. Visitors should not enter the school without contacting the office in Dromin N.S. Visitors / guest speakers should not be left alone with students. The school has a responsibility to check out the credentials of all visitors / guest speakers and to ensure that the material they are sharing with the students is age appropriate. |
| Physical Contact | Inappropriate physical contact with pupils should not take place. | Physical contact between staff of the school and students should be in response to the needs of the student and not the needs of the staff member. While ‘physical contact’ may be used to comfort, reassure or assist a student, cognisance should be taken of the following factors in determining - (i) Is it acceptable to the child? (ii) Is it open and not secretive? (iii) The age and developmental stage of the child. It is strongly advised that staff should avoid doing anything of a personal nature for students that they can do for themselves. The Stay Safe programme is implemented in full in the school. See RSE Policy. It is taught in Junior Infants, 1 st class, 3 rd class and 5 th class commencing in January of each year. |

| | | |
|---|--|--|
| Staff vehicles | Children in the car of a staff member | This will be avoided if at all possible. It may occur in emergency situations. Teachers will not carry children alone in their cars. At least one or two other children must travel with the teacher in the car or another adult and child. RSA safety requirements will be adhered to. |
| School Tours/Outings | Access to pupils by strangers. Inappropriate activity by pupils. Dangers posed by unfamiliar environment | Adequate supervision. Adequate planning and preparation by staff. School Tour policy followed |
| Intimate care Needs In a Mainstream Setting | The safety and dignity of pupils is a concern. The protection of staff. | <p>In circumstances where a student of the school requires assistance with toileting or has intimate care needs, a meeting will be convened with the parents/guardians of this student. The purpose of this meeting will be to ascertain the 'specific' needs of the student and how the school will meet such needs. The staff involved in the provision of such care will be identified and procedures agreed [in writing] for effecting same. It is best practice that two members of staff are present to assist students with toileting/intimate care needs. Any deviation from agreed procedure will be recorded and notified to the DLP and the Parents/Guardians. Cognisance will be taken of the age, gender and developmental stage of the student when devising a plan to address such needs.</p> <p>When assistance is required, cognisance should be taken of the following factors in determining appropriate assistance-</p> <ul style="list-style-type: none"> (i) Is it acceptable to the child? (ii) Is it open and not secretive? (iii) The age and developmental stage of the child. (iv) The care needs of the child. <p>At break times, our SNA will undertake this duty and bring the child from the yard and into their own classroom. This assistance will be recorded and signed. Should a second staff member be required, a staff member will be</p> |

| | | |
|-------------------------------------|--|--|
| | | <p>sourced elsewhere to ensure adequate supervision.</p> <p>Any deviation from agreed procedure will be recorded and notified to the DLP and the Parents/Guardians. Cognisance will be taken of the age and developmental stage of the student when devising a plan to address such needs.</p> |
| Toileting Accidents | To protect the safety and dignity of pupils. The protect staff. | <p>Clean underwear and replacement clothing [school tracksuits/uniforms] will be kept at the school. Where a toileting accident occurs, the student(s) will be offered a replacement tracksuit and clean underwear. In circumstances where a student is unable to ‘clean’ and /or ‘change’ themselves, the school will contact his/her parent/guardian. In the event that contact cannot be made with a parent/guardian, two members of staff familiar with the student will facilitate. A written record of all such incidents will be maintained. Please see intimate care policy for details.</p> |
| Third party use of School Property. | To help ensure that children on the premises after school are safeguarded. | <p>Groups using the school premises for ‘after-school’ activities involving children will be advised of and given a copy of this policy. They will be requested to acknowledge receipt of same [in writing]. The Board of Management is not a competent body to validate the Child Protection procedures of third parties. It is a matter for these groups to undertake this on their behalf. Should any complaint pertaining to child abuse, be made against any of these groups, the procedures outlined within this policy document will be adhered to. It will be a matter for the Board of Management to review the contract between the school and the group [subject of the allegation] regarding continued use of premises.</p> <p>Use of school premises policy</p> |

| | | |
|--------------------------------|--|--|
| Transport to school events. | To protect the Health and safety of children and staff | The Board of Management will engage independent contractors to provide transport for all such activities that require same. It is a matter for the contractor to insure that the buses provided meet required standards. Supervision by staff will be provided for students attending such activities. |
| Access/Egress | Access to pupils by strangers or other adults. Children in the school building after 3.00pm Flight risk for some pupils. | Ancillary staff and children are aware that pupils should not be in classrooms after school when they are cleaning the buildings. (Since Sept 2020 auxiliary staff i.e. cleaners, caretakers are not present on the premises before 3:10pm and so do not have any access to children. |
| Swimming Lessons/Sports Events | Potential for unsupervised times in changing areas. Access to pupils by strangers or other adults. | Adequate supervision is provided. One teacher. Trained lifeguards are in the pool at all times. Parents are allowed to assist (their own children) in changing area. At least two staff will be present at sports events or other competitions involving the school. |
| Induction of Staff | Ensuring that all new members of staff are aware of Child Safeguarding procedures. | The DLP will be responsible for informing all new teachers and ancillary staff of this policy and the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> . <i>New Staff Induction pack</i> |

| | | |
|-------------------------------------|---|--|
| Social Media | Potential for bullying. Potential for grooming of pupils | Pupils are not permitted to bring mobile phones to school. Every effort will be made by staff to ensure that access to and use of ICT equipment within school will be for age appropriate educational use for staff and students. Permission will be sought from parents/guardians regarding the use of student photographs on the internet. |
| Online Remote Teaching and Learning | High/Medium | The school has an Internet Acceptable Use Policy. |
| Covid-19 | High: Serious danger of infection spreading. | Throughout the summer of 2020 detailed arrangements have been put in place to deal with this situation. Protocols have been drafted, approved and sent to families in relation to entry, classroom arrangements, yard procedures, egress and other school activities. The Principal and Deputy Principal are on site from 8.55am each day. Children come directly into school from 9.00am and leave from 2.55pm. Sanitising units and soap dispensers have been installed outside every classroom in the school. Safety signage is displayed inside and outside the school. Visors are provided for all staff. Masks will also be available but staff are encouraged to have use their own masks if possible. <i>From March 2021 medical grade masks (EN14683) have been provided for all staff.</i> |

| | | |
|--|--|--|
| | | <p>Children in classes will be placed into “pods” and distinct yard areas marked out for all classes but in particular for classes from 2nd to 6th.</p> <p>Isolation (Medical) room is available.</p> <p>This situation is being kept under review. Cleaning of the school will take place the evening. Additional cleaning hours have been sanctioned by the BOM. Teaching staff will leave the school prior to the cleaning staff coming in each day.</p> <p>DES/HSE advices will be complied with. <i>See Covid-19 Response documents on file in the school Covid-19 file in Principals Office. This has been revised for the March 2021 reopening.</i></p> |
|--|--|--|

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 initially by the Board of Management in February 2018 and has been reviewed and amended as required since then. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement. Every effort will be made by staff members to adhere to best practice. In the event of an emergency, where this may not be possible or practicable, a written record of the incident will be maintained at the school office detailing the procedures followed. The DLP and parents/guardians will be informed accordingly.

Important Contacts:

Garda Station Dunleer 041 6851202

Child & Family Centre Drogheda 041 9832963

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

Principal