**St. Vincent’s Convent Primary School Child Safeguarding Statement and Risk Assessment**

St. Vincent’s Convent Primary School is a primary school providing primary education to pupils from Junior Infants to Sixth Class.

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 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of St. Vincent’s Primary School 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 **Niamh O’ Sullivan (Principal)**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Aine Nugent (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;
* 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 with a special vulnerability.

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
* 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 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, 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.

**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.

1. 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.
2. 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 and Risk Assessment was adopted by the Board of Management on April 14th 2021 and will be subject to annual review.**

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Dr. Tom Mullins, Chairperson

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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** |
| Training of school personnel in Child Protection matters | High | Harm not recognised or reported promptly | CHILD SAFEGUARDING STATEMENT & DES procedures made available to all staff.  DLP& DDLP to attend PDST face to face training.  All Staff to view Túsla training module & any other online training offered by PDST  BOM records of staff and board training |
| One to one teaching | High | Harm by school personnel | 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*  Doors of SEN rooms have windows |
| Care of Children with special needs, including intimate care needs | High | Harm by school personnel | Intimate Care policy in place  SEN Policy  Appropriate training undertaken where possible. |
| Use of toilet areas in schools | High | Inappropriate behaviour | Class Teachers will have in place their own usage and supervision practices in place. |
| Curricular Provision in respect of SPHE, RSE, Stay safe. | Med | Risk of harm caused by member of school personnel | Full implementation of SPHE, RSE, Stay Safe.  RSE Policy. |
| LGBT Children/Pupils perceived to be LGBT | Med | Bullying | Anti-Bullying Policy  Code of Behaviour |
| Application of sanctions under the school’s Code of Behaviour including confiscation of phones etc | Low | Inappropriate behaviour, Bullying, Deterioration of general school behaviour, | \*Code of Behaviour will be revised to include Mobile Phone usage and sanction policy.  School rules in place |
| Daily arrival and dismissal of pupils | Med | Harm from older pupils, unknown adults on the playground | Arrival and dismissal supervised by Teachers |
| Managing of challenging behaviour amongst pupils, including appropriate use of restraint | High | Injury to pupils and staff | Written Parental permission will be sought if deemed necessary.  Health & Safety Policy  Code Of Behaviour  Child Safeguarding Statement in place. |
| Sports Coaches | Med | Risk of child being harmed in the school by volunteer or visitor to the school | Teacher present at all times.  Appropriate Vetting in place.  Age-Appropriateness of material/activities overseen by Teacher. |
| Students participating in work experience | Low | Risk of child being harmed in the school by volunteer or visitor to the school | Child Safeguarding Statement.  Appropriate Vetting in place.  Teacher supervision. |
| Recreation breaks for pupils including use of toilet facilities at break-times. | Med | Harm to pupils | Teacher supervision  Children facilitated to use the toilet facilities prior to going on yard. Children never alone when using facilities during break.  Child Safeguarding Statement |
| Classroom teaching | Low | Harm by school personnel  Harm not recognised or reported. | Full implementation of SPHE, RSE, Stay Safe.  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*  Child Safeguarding Statement |
| Outdoor teaching activities | Med | Risk of harm due to inadequate supervision of children. | Teacher supervision.  Child Safeguarding Statement. |
| Sporting Activities | Med | Risk of harm due to inadequate supervision. | Child Safeguarding Statement  Full implementation of SPHE, RSE, Stay Safe.  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*  Teacher supervision. |
| Homework club/evening study | Med | Risk of harm due to inadequate supervision.  Risk of harm due to late collection. | Child Safeguarding Statement  Full implementation of SPHE, RSE, Stay Safe.  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*  Teacher Supervision. |
| Use of off-site facilities for school activities | High | Risk of harm due to inadequate supervision of children while attending out of school activities | Child Safeguarding Statement  Full implementation of SPHE, RSE, Stay Safe.  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*  Teacher supervision. |
| Administration of Medicine | High | Risk of harm to child during the administration of medicines. | The school has in place a policy and procedures for the administration of medication to pupils.  Full implementation of SPHE, RSE, Stay Safe.  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* |
| School outings | High | Risk of harm due to inadequate supervision of children while attending school outings. | \*The school will put in place clear procedures in respect of school outings |
| School transport arrangements including use of bus escorts | High | Risk of harm to children with SEN who have particular vulnerabilities | The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting |
| External Tutors/Guest Speakers | Low | Risk of child being harmed in the school by volunteer or visitor to the school.  Risk of harm due using non age-appropriate materials. | Teacher Supervision  Teacher previews and approves lesson content prior to delivery of same. |
| Use of Information and Communication Technology by pupils in school | High | Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school | ICT policy  Anti-Bullying Policy  Code of Behaviour  Teacher Supervision |
| 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 CPNS | Low | Risk of harm –bullying  Risk of isolation | Anti-Bullying Policy in place  Full implementation of SPHE, RSE, Stay Safe.  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* |
| Participation by pupils in religious ceremonies. | Low | Risk of harm due to inadequate supervision of children | Teacher Supervision  Procedures in place for such events. |
| Curricular provision in respect of SPHE, RSE, Stay Safe | Low | Risk of harm caused by member of school personnel | Full implementation of SPHE, RSE, Stay Safe.  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.* |
| Prevention and dealing with bullying amongst pupils | High | Risk of harm due to inadequate code of behaviour and Bullying Policy. | Anti-Bullying Policy in place  Full implementation of SPHE, RSE, Stay Safe.  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* |
| Use of video/photography/other media to record school events | High | Risk of harm caused by member of school personnel or parent/guest accessing/circulating inappropriate material via social media, texting, digital device or other manner | Full implementation of SPHE, RSE, Stay Safe.  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*  Clear instructions regarding the posting of such materials on social media given before performances in school/events. |
| Student teachers undertaking training placement in school | Med | Harm by school personnel  Harm not recognised or reported. | The school has in place procedures in respect of student teacher placements.  Teacher supervision.  Garda Vetting in Place |
| School Based Summer Camp | Low | Harm by school personnel  Risk of harm due to bullying  Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school  Risk of harm due to inadequate supervision | 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*  Garda Vetting in Place  Anti-Bullying Policy in place  ICT policy  Code of Behaviour  Teacher Supervision |

**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 on 22/06/2021*.* It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson, Board of Management Principal/Secretary to the Board of Management