St Vincent's Convent Primary

Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement and Risk Assessment

For:	**St. Vincent's Convent Primary**
At:	**St. Mary's Road, Cork. T23PC43**

This school is a: ☒primary school

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) and 2025, Child Protection Procedures for Schools 2025 and Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Túsla, 2024), the Board of Management has adopted the Child Safeguarding Statement and Risk Assessment set out in this document.

The Board of Management has adopted and will implement fully and without modification the department's Child Protection Procedures for Schools 2025 as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Jan O' Sullivan

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Paula Byrne

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

Jan O' Sullivan

(In schools this person is the DLP)

Relevant Person can be contacted on:

0879352449	principal@stvincentsns.ie

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the Board of Management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the Board of Management, or in an ETB school the Chief Executive or their delegate:

Michael Downey

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

The Board of Management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- ☐ Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- ☐ Fully respect confidentiality requirements as set out in the Child Protection Procedures for Schools 2025 in dealing with child protection matters.
- ☐ Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024)*, and the *Child Protection Procedures for Schools 2025.* In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service

Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of *the Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

Procedure for the Safe Recruitment and Selection of School Personnel to Work with Children

The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.

A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.

Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm

The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:

~The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.

~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.

~ The school encourages Board of Management members to avail of any relevant training and complete child protection training.

~ The Board of Management ensures that records of all staff and Board member child protection training are maintained.

Procedure for the Reporting of Child Protection or Wlfare Concerns to Túsla

~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Túsla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons

~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

Procedure for Appointing a Relevant Person (In schools this person is the DLP)

~ There is a procedure in place for appointing a relevant person. The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025,* the Board of Management 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.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the patron and parents. A copy of this statement and risk assessment will be made available to Túsla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

Child Safeguarding Risk Assessment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1.	Training of school personnel in child protection matters	Risk of harm not being recognised by school personnel Risk of harm not being reported properly and promptly by members of school personnel Risk of harm where members of school personnel have not received appropriate training	-All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment -The Child Protection Procedures for Schools 2025 are made available to all school personnel - All staff complete Túsla Children First training module (valid for 3 years) and any other online training offered by Oide School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025
2.	Recreation breaks for pupils	• Risk of harm due to inadequate supervision • Bullying or peer conflict where child being harmed in school by another child	Code of Behaviour and an anti-bullying policy in place in accordance with the department's "Bí Cineálta" procedures to prevent and address bullying in schools and as outlined in Circular 55/2024 Yard supervision rota to ensure appropriate supervision of children during assembly, dismissal and breaks
3.	Classroom teaching	• Risk of child being harmed by a member of school personnel • Risk of inadequate code of behaviour.	The school has in place a code of behaviour for pupils The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement and Risk Assessment

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4.	One-to-one teaching	Risk of harm in one to one teaching situations	School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025
5.	Care of Children with special needs, including intimate care where needed	Risk of harm to child while a child is receiving intimate care	The school has a Special Educational Needs policy The school has an Intimate Care policy The school encourages personnel to avail of relevant training
6.	Use of toilet areas in schools	Risk of child being harmed in the school by a member of school personnel	The school implements in full the Stay Safe Programme Supervision in place
7.	Curricular Provision in respect of SPHE, RSE, Stay Safe Programme	Risk of child being harmed in the school by a member of school personnel Risk of bullying by another child	The school implements in full the Stay Safe Programme The school implements in full the Social, Personal, and Health Education (SPHE) curriculum
9.	Daily arrival and dismissal of pupils	Risk of harm by another pupil Risk of unknown person entering property	Supervison by Leadership team Protocols in place for arrival and dismissal

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
11.	Managing of challenging behaviour amongst pupils, including appropriate use of restraint where required	Risk of child being harmed in the school by a member of school personnel	The school has complied with the Understanding Behaviours of Concern and Responding to Crisis Situations developed by the Department of Education and Youth to address uncertainty for staff on how to respond when facing crisis situations where there are concerns regarding physical safety
12.	Use of external personnel to support sports and other extra-curricular activities	Risk of child being harmed in the school by a member of external personnel	The school adheres to the requirements of the Garda vetting legislation
13.	Use of external personnel to supplement the curriculum	Risk of harm due to inadequate supervision of children in school	The school adheres to the requirements of the Garda vetting legislation
14.	Students participating in work experience in the school	Risk of breach of confidentiality	The school has in place procedures in respect of pupils undertaking work experience in the school
15.	Outdoor teaching activities	Risk of harm due to inadequate supervision	The school has a code of conduct for school personnel
16.	Sporting activities	Risk of harm due to inadequate supervision	The school has a code of behaviour in place
17.	Annual sports day	Risk of harm due to inadequate supervision	The school has a code of behaviour in place The school has a health and safety policy
18.	Homework and after-school clubs	Risk of harm due to inadequate supervision.	The school has a code of behaviour in place The school has a health and safety policy

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20.	Administration of Medicines	Risk of harm to child during the administration of medicines.	The school has a health and safety policy The school has an Administration of Medicines policy
21.	School outings	Risk of harm due to inadequate supervision of children while attending school outings.	The school has in place a policy and clear procedures in respect of school outings
23.	External Tutors/Guest Speakers	Risk of child being harmed in the school by volunteer/ visitor to the school. Risk of harm due using non age-appropriate materials.	The school adheres to the requirements of the Garda vetting legislation
24.	Use of Information and Communication Technology by pupils in school	Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school	The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines
25.	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 Túsla's CPNS Children with medical needs	Risk of harm of bullying	The school undertakes anti-racism awareness initiatives The school implements in full the Stay Safe Programme The school implements in full the Social, Personal, and Health Education (SPHE) curriculum
	Recruitment of school personnel including teachers/SNAs/caretakers/secretaries/cleaners and sports coaches	Risk of harm to pupils	The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	Curricular provision in respect of SPHE, RSE, Stay Safe	Risk of harm to pupils by another child Risk of harm to pupils by school personnel	The school implements in full the Stay Safe Programme The school implements in full the Social, Personal, and Health Education (SPHE) curriculum
	Prevention and dealing with bullying amongst pupils	Risk of bullying by another child	School authorities have a code of behaviour and an anti-bullying policy in place in accordance with the department's "Bí Cineálta" procedures to prevent and address bullying in schools and as outlined in Circular 55/2024
	Use of video/photography/other media to record school events	Risk of harm by member of school personnel or parent/guest circulating content	The school has a policy in place for acceptable usage, Data Protection and Child Safeguarding Statement and Risk Assessment
	Student teachers undertaking training placement in school	Risk of harm to child by school personnel Risk of harem due to inadequate supervision	The school has in place procedures in respect of student teacher placements

This Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on 11/3/2026

Signed: _____ Date:11/3/2026

Chairperson of the board of management

Signed: _____ Date:11/3/2027

Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again in March 2027