

St Louis Infant School Child Safeguarding Statement and Risk Assessment (17211H)

Child Safeguarding Statement

St Louis Infant School, Rathmines, is a primary school providing primary education to pupils from Junior Infants to First 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 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 St Louis Infant 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 Ann Noelle Bennett (P Carthy Acting Principal – Oct 2020 – to date)
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Patricia Carthy (D Morrin Acting Deputy Principal – Oct 2020 – to date)
- 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 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 abovenamed DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of the schools 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.

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.

- 6 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.
- 7 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.

St.Louis Infant School Child Safeguarding Statement was adopted by the Board of Management on 13th February 2018.

St.Louis Infant School Child Safeguarding Statement was reviewed by the Board of Management on 23rd June 2021.

St.Louis Infant School Child Safeguarding Statement was reviewed by the Board of Management on 24th November 2021. (New mandatory template)

Signed: *Nollaig Shanahan*
Chairperson of Board of Management

Signed: *Patricia Carthy*
Principal/Secretary to the Board of Management

Date: 24th November 2021

Date: 24th November 2021

Child Safeguarding Risk Assessment

Written Assessment of Risk of St Louis Infant School Rathmines, D06FD92

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 [name of school].

St. Louis Infant Primary School Child Safeguarding Risk Assessment (of any potential harm)

This assessment outlines and highlights the potential for harm to children while in the school. It should be noted that risk in this context, is the risk of abuse and not general health and safety risk.

School Activities		Risk of Harm	Procedures
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	<p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>DLP& DDLP to attend PDST face to face training All Staff to view Tulsa training module & any other online training offered by PDST.</p>
One to one teaching	High	Harm by school personnel	<p>Table between teacher and pupil.</p> <p>Glass in door.</p> <p>Timetabling of children attending SEN in pairs/small groups.</p> <p>One to one is only provided in special circumstances or when a member of the group is absent.</p>
Care of Children with special needs, including intimate care needs	High	Harm by school personnel	The school has a policy on intimate care.

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
Toilet areas	High	<p>Inappropriate behaviour</p> <p>Parents/guardians/guest speakers/visitors to our school</p>	<p>The school has a supervision policy in place.</p> <p>Parents/guardians are encouraged to make an appointment if they wish to speak with the Principal or class teacher. This is communicated at the start of the year and reminders are given via the school newsletter.</p> <p>Visitors report to the office and are given a visitor's badge</p>
Curricular Provision in respect of SPHE, RSE, Stay safe.	Low	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full and reminders are sent to all staff when to teach these programmes. Parents are also notified when the programmes are being taught to ensure implementation is as full as possible.
LGBT Children/Pupils perceived to be LGBT	Low	Bullying	<p>Anti-Bullying Policy</p> <p>Code of Behaviour</p> <p>Friendship Fortnight</p>
Daily arrival and dismissal of pupils	High	Harm from older pupils, unknown adults in the front of the school.	<p>Arrival and dismissal supervised by Teachers,SNAs and Principal.</p> <p>Children who are not collected return to the school and parents are contacted.</p> <p>Parents are asked to ensure that their child is aware of the routine for pick up and drop off at school.</p>

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
Recreation breaks for pupils e.g. sensory breaks	Med	Risk of child being harmed in the school by another child	<p>Health & Safety Policy.</p> <p>Code of Behaviour.</p> <p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>Children are supervised by SNAs and teachers during sensory breaks.</p>
Classroom teaching	Low	<p>Risk of harm due to inadequate vetting when recruiting school personnel</p> <p>Risk of harm due to poor communication of school policy procedures</p>	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES Circulars in relation to recruitment and Garda vetting.</p> <p>Child Safeguarding Statement & DES procedures made available to all staff.</p>
Outdoor teaching activities that is supplementing the school curriculum.	Low	Risk of harm due to inadequate supervision of children while competing out of school activities and dismissal of the children after the activities	Appropriate supervision is provided during outdoor teaching activities and organised in advance of activities.
Sporting Activities	Low	Risk of harm due to inadequate supervision of children while competing in sporting activities	Appropriate supervision is provided to outdoor teaching activities and organised in advance of activities.
School outings	High	Risk of harm due to inadequate supervision of children while attending school outings	<p>Class teacher present with pupils during school outings.</p> <p>Appropriate supervision is provided during outdoor teaching activities and organised in advance of activities.</p> <p>A school policy is in place for school trips.</p>

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
Annual Sports Day	Low	Risk of harm due to inadequate supervision of children while attending out of school activities	Class teacher present with pupils during school outings. Appropriate supervision is provided to outdoor teaching activities and organised in advance of activities.
Fundraising events involving pupils	Low	Harm caused by external personnel during fundraising events	Appropriate supervision is provided to pupils during fundraising events.
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	High	Injury to pupils and staff Risk of harm caused by breach of confidentiality Risk of harm if child leaves the school unaccompanied	<i>Health & Safety Policy.</i> <i>Code of Behaviour.</i> Crisis Prevention Intervention training needs to be sought by Principal, Deputy Principal and all staff
Administration of Medicine	Med	Harm by school personnel	<i>Administrations of Medicine Policy</i> Administrations of Medicine Form completed by parents annually in respect of pupil's medical issues/requirements – listing symptoms and appropriate medical intervention.
Administration of First Aid	Med	Harm by school personnel	All staff members have had training in First Aid (June 2017) and others will be upskilled in due course. A list of names of staff that received training is stored in the Principal's office.

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
Prevention and dealing with bullying amongst pupils	Med	Risk of harm due to bullying of child	The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti Bullying Procedures for Primary and Post-Primary Schools</i> . Friendship fortnight annual school event.
Use of external personnel to supplement curriculum	Med	Risk of harm by external personnel	Children accompanied by a teacher in the presence of an external personnel used to supplement the curriculum.
Use of external personnel to support sports and other extra-curricular activities e.g. GAA	Med	Risk of harm by external personnel	Children accompanied by a teacher in the presence of an external personnel used to supplement the curriculum.
Care of pupils with specific vulnerabilities/ needs such as: <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the traveller community • LGBT children/pupils perceived to be LGBT • Pupils of minority religious faiths • Children in care • Children on CPNS • Children with medical needs 	Low	Risk of harm due to bullying of child The child may have insufficient language to report the event	The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti Bullying Procedures for Primary and Post-Primary Schools</i>

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
Recruitment of school personnel including - <ul style="list-style-type: none"> • Teachers/SNAs /Substitute Teachers • Caretaker/Secretary/Cleaners • Sports coaches • External Tutors/Guest Speakers • Volunteers/Parents in school activities e.g. Parents’ Association • Visitors/contractors present in school during school hours • Visitors/contractors present during after school activities 	Med	Harm not recognised or properly or promptly reported	<p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>Staff to view Tusla training module & any other online training offered by PDST.</p> <p>Vetting Procedures in place.</p>
Use of Information and Communication Technology by pupils in school	Med	Children inappropriately accessing / using computers, social media, phones and other devices while at school	<p>The school has an ICT/AUP policy to align with current usage and practice.</p> <p>The school has a very good firewall to block inappropriate sites.</p> <p>Mobile Phone Policy.</p>
Distance Learning – Using online Platforms for teaching	Med	Children’s live images/ comments viewed by other parents	<p>Distance Learning Plan guidelines for use of online teaching platforms states pupils must be appropriately dressed and video/photographing online lessons is prohibited – See Distance Learning Plan.</p>

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
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Low	Risk of harm to child due to inadequate code of behaviour	The school has in place a code of behaviour.
Students participating in work experience in the school	Low	Harm by student Policy in place from Secondary school	Work experience policy in place. Child Safeguarding Statement.
Student teachers undertaking training placement in school	Low	Harm by student teacher Policy in place from Third level Institution	Guidelines for Student Teachers in place. Student teachers have been vetted. Student teachers are monitored by class teachers.
Use of video/photography/other media to record school events	Med	Harm to pupils for inappropriate use of video/photography/other media Risk of harm caused by a member of school personnel communicating, accessing or circulating inappropriate material via social media, texting, digital device or other manner	The school has an Acceptable Usage Policy in place.
After school use of school premises by member of staff personal, other organisations e.g. Parents' Association/Sparta Gymnastics / Akido / etc.	Med	Risk of child being harmed by a member of school personnel, a member of the Parents' Association, a member of staff of another organisation or other person while child is participating in out of school activities e.g. school trip, swimming , team sport activities	The school adheres to the requirements of the Garda vetting legislation and relevant DES Circulars in relation to recruitment and Garda vetting. Child Safeguarding Statement & DES procedures made available to all staff and Parents' Association if required. Child Protection Policy from outside organisations in place.

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
Homework/Afterschool activity club	Med	Harm by school personnel	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES Circulars in relation to recruitment and Garda vetting.</p> <p>Child Safeguarding Statement & DES procedures made available to all staff</p> <p>Teacher present at all times during the club, children are never unsupervised.</p>
Students participating in after-school programmes / extra-curricular activities:	Med	Risk to the child in the school grounds during extra-curricular / out of class activities	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES Circulars in relation to recruitment and Garda vetting.</p> <p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>Teacher present at all times during extra-curricular activities.</p>
Dismissal of children from all after school activities	Med	Harm from older pupils, unknown adults in the front of the school.	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES Circulars in relation to recruitment and Garda vetting.</p> <p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>Teacher present at all times during extra-curricular activities.</p> <p>Parents are asked to ensure that their child is aware of the routine for pick up and drop off at school.</p>

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
<p>Students Participating in school committees:</p> <ul style="list-style-type: none"> • Active /Green/HPS Schools Committee 	Low	<p>Harm by school personnel</p> <p>Risk of harm due to bullying of child</p>	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES Circulars in relation to recruitment and Garda vetting.</p> <p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti Bullying Procedures for Primary and Post-Primary Schools</i>.</p> <p>Code of Behaviour</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.

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 2017.