

Presentation Girls' School,
Maynooth



Child Safeguarding
Statement and
Risk Assessment

April 2024

Child Safeguarding Statement and Risk Assessment

Presentation Girls' School is a primary school providing primary education to pupils from Junior Infants to Sixth Class with an Early Intervention Class for pupils with autism.

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 Presentation Girls' 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 (revised 2023)* as part of this overall Child Safeguarding Statement
2. The Designated Liaison Person (DLP) is Cora McGorry
3. The Deputy Designated Liaison Person (Deputy DLP) is Nicola Brady
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.

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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 members are provided with a copy of the school's Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - Encourages Board of Management members and members of the 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.
- 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.

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- 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.

This Child Safeguarding Statement was adopted by the Board of Management on 12th March 2018

This Child Safeguarding Statement was reviewed by the Board of Management on 10th April 2024.

Signed: Doncann Uí Shingneáin
Chairperson
Board of Management

Signed: Lora McGorry
Principal/Secretary
Board of Management

Date: 10.04.24

Date: 10/4/2024

Child Safeguarding Risk Assessment

Harm is as defined in the Children First Act 2015:

(a) Assault, ill treatment or neglect of a child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare or

(b) Sexual abuse of the child

whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances or otherwise

Ill treatment: abandon or cruelly treat the child or to cause or procure or allow the child to be abandoned or cruelly treated

Neglect: deprive the child of adequate food, warmth, clothing, hygiene, supervision, safety or medical care

Welfare: includes the moral, intellectual, physical emotional and social welfare of the child

Important Note:

It should be noted that the 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)*

List of School Activities	The School has identified the following risk of harm in respect of its activities	The School has the following Procedures in place to address the risks of harm identified in this assessment
Knowledge of potential for harm understood by all school personnel	Harm not recognised or reported promptly	<ul style="list-style-type: none"> • Child Safeguarding Statement & DES procedures made available to all staff • DLP& DDLP have attended PDST face to face training • All staff have completed Tusla training on Child Safeguarding • All staff have submitted signed confirmation of their awareness and understanding of Child Safeguarding Procedures • Records of staff training are retained

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List of School Activities	The School has identified the following risk of harm in respect of its activities	The School has the following Procedures in place to address the risks of harm identified in this assessment
One to one teaching	Harm by school personnel	<ul style="list-style-type: none"> • Glass panels in doors of all support rooms • Mandatory vetting by Teaching Council for all staff members
Remote teaching and learning online	Risk of external intrusion (not relevant at this time)	<ul style="list-style-type: none"> • Acceptable User Policy • Remote Teaching and Learning Policy • Pupil / Parent / Teacher Protocols for engagement in Remote Teaching and Learning • Stay Safe Programme • Internet Safety Training for pupils 3rd to 6th
Care of Children with special needs, including intimate care needs	Harm by school personnel	<ul style="list-style-type: none"> • Policy on Intimate Care • A two on one policy for toileting issues • Door remains ajar, without compromising privacy afforded to pupil
Toilet areas	Inappropriate behaviour as defined above.	<ul style="list-style-type: none"> • Appropriate and adequate supervision. • One child only allowed per toilet. • Toilet Pass system, where required
Curricular Provision in respect of SPHE, RSE, Stay Safe.	Non-teaching of same	<ul style="list-style-type: none"> • School implements SPHE, RSE, Stay Safe in full • Staff has updated training in Stay Safe Programme and SPHE through sustained support from PDST – Spring 2020 • Oide CPD for Staff – May 2024 • Staff accountability – cuntas míosúil
LGBT pupils /Pupils perceived to be LGBT	Bullying	<ul style="list-style-type: none"> • Anti-Bullying Policy • Code of Behaviour • SPHE Curriculum
Daily arrival and dismissal of pupils	Harm from unknown others on school grounds	<ul style="list-style-type: none"> • Consistent reminders to parents about safety at these times • Letter issued around insurance and supervision cover by BOM annually. • Gates locked until 8.50am when pupils are supervised by school staff

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		<ul style="list-style-type: none"> Dismissal time - pupils supervised by teachers and escorted to exit points
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Harm to pupils /staff	<ul style="list-style-type: none"> Code of Behaviour. Health and Safety policy. Tusla Training on Child Safeguarding. Continuum of Support (Behaviour) External Agency Support, if required e.g. CDNT, NEPS, NCSE
List of School Activities	The School has identified the following risk of harm in respect of its activities	The School has the following Procedures in place to address the risks of harm identified in this assessment
Sports Coaches during school hours	Harm to pupils	<ul style="list-style-type: none"> All coaches garda vetted prior to starting in school. Teachers to remain with pupils while coach is working.
Students participating in work experience	Harm by student to pupils	<ul style="list-style-type: none"> All work experience students are garda vetted. Teacher always present Child Safeguarding Statement.
Recreation breaks for pupils	Harm by pupils/ Peer abuse	<ul style="list-style-type: none"> Supervision Policy Code of Behaviour Anti-Bullying Policy SPHE Curriculum which includes Stay Safe Programme
Classroom teaching	Harm /Peer abuse/ Bullying by other pupils	<ul style="list-style-type: none"> Anti-Bullying Policy Code of Behaviour SPHE Curriculum which includes Stay Safe Programme
Outdoor teaching activities	Harm by other pupils/Peer abuse	<ul style="list-style-type: none"> Anti-Bullying Policy Code of Behaviour SPHE Curriculum which includes Stay Safe Supervision by school staff.
Sporting Activities	Harm by other pupils from other schools, /Peer abuse/Referees, coaches of external teams.	<ul style="list-style-type: none"> Supervision by school staff
School outings	Access to other adults/Peer abuse/ students who may not be vetted	<ul style="list-style-type: none"> Supervision by staff School Tour Policy.

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		<ul style="list-style-type: none"> • Code of Behaviour. • Anti- Bullying Policy.
List of School Activities	The School has identified the following risk of harm in respect of its activities	The School has the following Procedures in place to address the risks of harm identified in this assessment
Annual Sports Day	Harm by another pupil/Peer abuse/bullying/ Parent Involvement (Parents' Association)	<ul style="list-style-type: none"> • Code of Behaviour • Anti-Bullying policy • Supervision by staff at all time. • Garda Vetting of Volunteers. • Access restricted to school staff and Parents' Association
Use of off-site facilities for school activities.	Accessible to other adults/students who may not be vetted/Peer abuse	<ul style="list-style-type: none"> • Supervision by staff. • Code of Behaviour. • Anti- Bullying policy. • Tour Policy.
School transport arrangements including use of bus escorts	Accessible to other adults (eg bus driver)	<ul style="list-style-type: none"> • Garda Vetting for all bus escorts employed by BOM • Tusla Training in Child Safeguarding for all bus escorts. • Child Safeguarding Statement provided. • Reputable local bus companies used • Supervision by staff
Matches/Educational Trips	Access to other adults/students not associated with our school Peer abuse	<ul style="list-style-type: none"> • Supervision by staff. • School Tour Policy • Code of Behaviour. • Anti-Bullying Policy
Administration of Medicine Administration of First Aid	Harm by school personnel	<ul style="list-style-type: none"> • School staff are garda vetted. • School Safety Statement. • First Aid provided in an open area. Two adults administer medication
Prevention and dealing with bullying amongst pupils	Harm from another pupil	<ul style="list-style-type: none"> • Supervision by staff • SPHE Curriculum • Anti-Bullying Policy

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		<ul style="list-style-type: none">• Termly reporting to Board of Management.• Incidents reported by DLP to Tusla if required.
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List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address the risks of harm identified in this assessment
<p>Use of external personnel for curriculum activities</p> <ul style="list-style-type: none"> • External teachers/facilitators e.g. Intel, Kildare Library Service, Science workshop, retreats, PE/Sports coaches • Volunteers/Parents in school activities 	<p>Harm by adults who are not working in the school daily</p>	<ul style="list-style-type: none"> • Garda Vetted prior to working with children • External personnel not given unsupervised access to pupils • Staff present at all times. • Sign in/out policy • Lanyard for all visitors. • Parents' Association volunteers are Garda vetted • Supervision of pupils by staff
<p>External education/welfare agency personnel (e.g. NEPS, Tusla, CDNT, NCSE)</p>	<p>Harm by external personnel</p>	<ul style="list-style-type: none"> • Sign in/sign out • Visitor Lanyard worn • One to one access to pupils with parental written consent only • Glass panel in door of Support Room
<p>Care of pupils with specific vulnerabilities/needs and /or additional educational needs e.g</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT+) pupils • Pupils perceived to be LGBT+ • Pupils of minority religious faiths • Children in care • Hearing/visual impairment 	<ul style="list-style-type: none"> • Bullying • Exclusion • Peer abuse 	<ul style="list-style-type: none"> • Anti-Bullying Policy. • Code of Behaviour. • Data Protection Policy. • SPHE Curriculum. • Incidents of bullying reported by DLP to Tusla, if required.
<p>Recruitment of school personnel</p> <ul style="list-style-type: none"> • Teachers • SNAs • Caretaker/Secretary • Cleaners via cleaning company 	<p>Proper checks and procedures not implemented on recruitment</p>	<ul style="list-style-type: none"> • DES procedures implemented during recruitment of teachers and SNAs and others in direct employment of Board of Management • Mandatory Recruitment procedures are followed including reference checking and Garda vetting • Garda vetting required for staff working with children • Contract cleaners start after children have left premises at 2.40pm

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		<ul style="list-style-type: none"> All school staff required to confirm annually completion of Tusla Child Safeguarding Training within the last two years. Certificate furnished as evidence.
List of School Activities	The School has identified the following risk of harm in respect of its activities	The School has the following Procedures in place to address the risks of harm identified in this assessment
<ul style="list-style-type: none"> Visitors/contractors present in school during school hours Visitors/contractors present during after school activities 	Harm by external personnel	<ul style="list-style-type: none"> Visiting Contractors to sign in/ out and wear visitor badges. Supervision of pupils
Use of classrooms for after school activities provided on a voluntary basis by school personnel approved by BOM/Principal	Harm by adult / peer abuse	<ul style="list-style-type: none"> ➤ Mandatory vetting for all staff members by Teaching Council ➤ No one-to-one activities
Use of school premises for before / after school activities provided by school personnel on a commercial basis	Harm by adult / peer abuse	<ul style="list-style-type: none"> External provider required to submit a copy of the following documents to the BOM: <ul style="list-style-type: none"> ➤ Child Safeguarding Statement identifying DLP and DDLP ➤ current insurance. ➤ Signed Licence Agreement. ➤ agree to follow procedures for external providers. No one-to-one activities
Use of Digital Technology by pupils in school	Bullying Accessing inappropriate material on sites etc	<ul style="list-style-type: none"> Anti-Bullying Policy Code of Behaviour AUP policy. SPHE Curriculum Internet Safety taught from 3rd to 6th
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Risk from other pupils/peer abuse/bullying	<ul style="list-style-type: none"> Supervision by staff. Mobile phone/Electronic Device Policy Code of Behaviour Anti-Bullying Policy Any one-to-one interaction confined to support room with lass door panel.

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Religious Ceremonies	Risk from other adults if attending Mass or religious ceremonies outside school	<ul style="list-style-type: none"> • Pupils supervised by school staff at all times. • Code of Behaviour
Student teachers undertaking work placement in school	Grooming/ Harm by external personnel	<ul style="list-style-type: none"> • Garda Vetting provided by college • Joint agreement with Colleges of Education. • Supervision by school staff.
Use of /photography/other media to record school events	Inappropriate use of photographs.	<ul style="list-style-type: none"> • Acceptable Use Policy (electronic Devices/ICT) • Parents informed that photographs/videos or circulation of such on social media contravenes school policy. • Parental Consent – Admissions Form • Data Protection Policy

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 was completed by the Board of Management in 2018 and was reviewed on 10th April 2024 as part of the school's annual review of its Child Safeguarding Statement.

Signed *Doreann Uí Dhungueáin*
Chairperson, Board of Management

Date *10.04.24*

Signed *Lora M^cGorry*
Principal/Secretary to the Board of Management

Date *20/4/2024*