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Bord Oideachais agus Oiliúna Lú agus na Mí
Louth and Meath Education and Training Board

Child Safeguarding Statement

Coláiste Clávin

Is a post primary school providing post primary education to pupils from
First Year to Leaving Certificate Year

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 School Name 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

Margaret Deegan

3. The Deputy Designated Liaison Person (DDL) is

Orla McBride

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 accident 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:


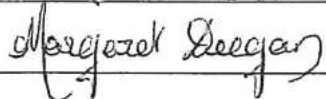
- In relation to any staff member who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary 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 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 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 this statement
- 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.

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| 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 the statement refers. |

This Child Safeguarding Statement was adopted by the Board of Management on

<p>21st May 2019</p>
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Signed: 	Chairperson Board of Management	Date: 21st May 2019
Signed: 	Principal/Secretary to the Board of Management	Date 21st May 2019

Appendix Child Safeguarding Risk Assessment Template

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:

School Name	Coláiste Clavin
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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

1. List of School Activities (insert list of school activities in this section)

- Daily arrival and departure of pupils
- Recreation breaks for pupils
- Classroom teaching
- Small group teaching
- One to one teaching
- One to one counselling
- Outdoor teaching activities/Field studies
- Sporting activities
- School outings
- School trips involving overnight stay
- Use of toilet/changing/shower areas in schools
- Annual sports day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed.
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe * *Wellbeing.*
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters

<ul style="list-style-type: none"> • Use of external personnel to support sports and other extra-curricular activities • 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 - Lesbian, gay, bisexual or transgender (LGBTQ) children - Pupils perceived to be LGBTQ - Pupils of minority religious faiths - Children in care - Children in CPNS
<ul style="list-style-type: none"> • Recruitment of school personnel including; <ul style="list-style-type: none"> - Teachers and/SNAs - Caretaker/Secretary/Guest Speakers - Volunteers/ Parents in school activities - Visitors contractors present in the school during school hours - Visitors contractors present in the school after school activities - <i>Canteen</i>
<ul style="list-style-type: none"> • Participation by pupils in religious ceremonies or religious instruction external to the school • Use of ICT by pupils in the school <i>/outside school for school</i> • Application of sanctions under the schools Code of Behaviour including detention of pupils, confiscation of phones etc. • Students participating in work experience elsewhere • Student teachers undertaking training placement in the school • Use of video/photography/other media to record school events • After school use of the school premises by other organisations • Use of the school premises by other organisations during the school day • <i>Breakfast club</i> • Homework club/evening study • Children remaining behind after school to be picked up by the school bus •

**2. The school has identified the following risk of harm in respect of its activities
(insert risks of harm identified in this section)**

<ul style="list-style-type: none"> • Risk of harm not being recognised by school personnel • Risk of harm not being reported properly and promptly by school personnel • Risk of child being harmed in the school by another child • Risk of child being harmed in the school by a volunteer or visitor to the school • Risk of child being harmed by a member of school personnel., a member of staff of another organisation or other person which child is participating in out of school activities • Risk of harm due to bullying of students
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- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities
- Risk of harm in one to one teaching, counselling, coaching situations *online teaching teaching*
- Risk of harm caused by member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner
- Risk of harm in toilet areas and changing rooms

• Risk of harm of

3. The school has the following procedures in place to address the risks of harm identified in this assessment (insert the procedures in place to address risks of harm in this section)

- All school personnel are provided with a copy of the schools Child Safeguarding Statement
- The child Protection Procedures for Primary and Post Primary Schools 2017 are made available for all 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
- The school implements in full the SPHE Curriculum *Wellbeing cum*
- The school implements in full the Wellbeing Programme at Junior Cycle *Junior cycle*
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's Anti Bullying Procedures for Primary and Post Primary Schools
- The school has a supervision strategy to ensure appropriate supervision of students during; assembly, dismissal and breaks and in respect of specific areas such as toilets, lockers and changing rooms
- The school implements fully LMETB policy on tours and outings
- The school has a Health and Safety Policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting
- The school has a code of conduct for school personnel, (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs Policy
- The school has an intimate care policy/plan in respect of students who require such care *x*
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
 - Has provided each member of staff with a copy of the schools Child Safeguarding statement

- Ensures all new staff are provided with a copy of the schools Child Safeguarding Statement
 - Encourages staff to avail of relevant training ✓
 - Encourages board of management members to avail of relevant training
 - Maintains records of all staff and board member training
- The school has in place policy and procedures for the administration of First Aid as part of its Health and Safety Plan
 - The school has in place a code of behaviour for pupils
 - The school has in place an ICT policy in respect of usage of ICT by pupils as well as a signed AUP by each student
 - The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
 - The school has in place a Critical Incident Management Plan ✓
 - The school has in place a Home School Liaison Policy and related procedures ✓
 - The school has in place procedures for the use of external persons to supplement delivery of the curriculum ✓
 - The school has in place a protocol for the use of external sports coaches and referees ✓
 - The school has in place clear procedures for one to one teaching activities ✓
 - The school has in place protocol for one to one counselling ✓
 - The school has in place a policy in respect of student teacher placements ✓
 - The school has in place a Volunteering and Work Experience policy in respect of students undertaking work experience in the school ✓
 - The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations ✓
 - The school uses a reputable transport service for trips and outings ✓
 - The school operates a sign out policy for students ✓
 - Roll calls are held at the beginning of each class ✓
 - After school activities are strictly supervised ✓
 - Students waiting for buses after school remain in the General Purpose area which is monitored by CCTV ✓

- All visitors to the school are required to be signed in and wait in the lobby until met by a member of staff or welcoming party of students ✓ *Reception*
- A sign out system is in place for absences from class including toilet breaks ✓ *ASG*
- There is a CCTV system in operation throughout the school ✓
- The school has a tutor and Year head system in place to support all students ✓
- A mentoring system is in place for first year students and new entrants ✓
- There is a Jigsaw Health team in operation in the school ✓
- There is a Health Promoting School team in place in the school

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

21st May 2019

This Risk Assessment shall be reviewed as part of the school's Annual Review of its Child Safeguarding Statement

Signed: <i>[Signature]</i>	Chairperson Board of Management	Date: 21 st May 2019
Signed: <i>[Signature]</i>	Principal/Secretary to the Board of Management	Date 21 st May 2019

*Proposed Joe Fox
Seconded Fe Michael*