

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template (Landscape Version) Child Safeguarding Statement

Holy Trinity NS 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 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 Holy Trinity NS 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 Triona Morrisson

3 The Deputy Designated Liaison Person (Deputy DLP) is Aisling Fanning

4 The Relevant Person is Triona Morrisson

(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)

5 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
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- 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.

6 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the [gov.ie](https://www.gov.ie) 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](https://www.gov.ie) 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 [gov.ie](https://www.gov.ie) 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- 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 gov.ie 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.

7 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.

8 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 _____ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on _____ [most recent review date].

Signed: _____ Signed: _____

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

Date: _____ Date: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of Holy Trinity National School

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 PostPrimary Schools (revised 2023)*, the following is the Written Risk Assessment of Holy Trinity NS.

First Act, 2015 and its Addendum, 2019.

List of school activities

The school implements in full the Stay Safe

Training of school personnel in Child Protection matters

Programme The school implements in full the SPHE

The school has identified the following risk of harm in respect of its activities

curriculum

BOM records all records of staff and board training

Harm not recognised or reported promptly

The school has the following procedures in place to address the risks of harm identified in this assessment

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

School personnel are required to adhere to the *Child Protection Procedures for Primary and Post Primary Schools (revised (2023))* and all registered teaching staff are required to adhere to the Children

<p>One to one teaching Harm by school personnel School has policy in place for one to one teaching – part of Special Education Policy</p> <p>Table between teacher and pupil Glass in window</p>	
<p>Care of Children with special needs, including intimate care needs</p>	<p>Harm by school personnel Policy on intimate care</p>
<p>Toilet areas Inappropriate behaviour Toilet Usage - Supervision Policy</p>	
<p>Curricular Provision in respect of SPHE, RSE, Stay safe.</p>	<p>Non-teaching of same School implements SPHE, RSE, Stay Safe in full</p>

LGBT Children/Pupils perceived to be LGBT	Bullying Anti-Bullying Policy	Code of Behaviour
Daily arrival and dismissal of pupils	Harm from older pupils, unknown adults on the playground	Arrival and dismissal supervised by Principal/teachers and SNA staff
Managing of challenging behaviour amongst pupils	Injury to pupils and staff	Health & Safety Policy Code Of Behaviour Support sought from SESS/NCSE <u>Consultation with NEPS - where available</u>
Sports Coaches	Harm to pupils	Supervision Policy Policy & Procedures in place
Students participating in work experience	Harm by student	Work experience Policy Child Safeguarding Statement

Recreation breaks for pupils	Bullying School has an Anti-bullying Policy which fully adheres to the requirements of the DES Anti-bullying Procedures for Primary and Post Primary Schools	Code of Behaviour
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Classroom teaching	Harm by school personnel	<i>Child Protection Procedures for Primary and Post Primary Schools (revised (2023))</i> made available to all staff	Garda vetting	Staff are encouraged to avail of training
Outdoor teaching activities	Harm to pupils, unknown adults	Supervision Policy	Procedures in place	
Sporting Activities	Harm to pupils	Garda Vetting	Anti-Bullying Policy	Supervision Policy in place
School outings	Harm to pupils by unknown adults	Supervision policy	Code of Behaviour	Garda Vetting
Use of toilet/changing/shower areas in schools	Harm to pupils	Supervision Policy		
Annual Sports Day	Harm to pupils, unknown adults	Garda Vetting	Supervision Policy	
Use of off-site facilities for school activities	Harm to pupils, unknown adults	Supervision Policy		
School transport arrangements	Harm to pupils		Supervision policy	

Bullying	Bus Safety policy
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Administration of Medicine	Harm to pupils	Acceptable Use Policy
Administration of First Aid		Basic First Aid Training
Prevention and dealing with bullying amongst pupils	Harm to pupils	Anti-bullying policy
		Code of Behaviour
		Supervision Policy
Use of external personnel to supplement curriculum	Harm to pupils	Supervision Policy
	Harm not recognised or reported promptly	<i>Child Protection Procedures for Primary and Post Primary Schools</i>
		<i>(revised (2023))</i>
		Garda Vetting

Care of pupils with specific vulnerabilities/ needs such as	Harm to pupils Anti-bullying Policy	
<ul style="list-style-type: none"> • 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 		Code of Behaviour Child Safeguarding Statement DES procedures
Use of Information and Communication Technology by pupils in school	Bullying ICT policy	
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Harm to pupils Code of Behaviour	Anti-Bullying Policy Code of Behaviour Supervision Policy

Student teachers undertaking training	Harm to pupils, harm not recognised or reported promptly Child safeguarding Statement and DES procedures made available
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<p>placement in school</p>	<p>Vetting Procedures</p> <p>Policy on Training Placement</p>
<p>Use of video/photography/other media to record school events</p> <p>Breakfast and After School Club</p>	<p>Bullying</p> <p>Harm to pupils</p> <p>Consent needed on enrolment.</p> <p>Mobile phones or any other electronic devices are not permitted in school under any circumstances.</p> <p>Harm to pupils Written verification that the organisation, ie Breakfast Club has a Safeguarding Statement in place and all staff are Vetted and do not contain any information that would render them unsuitable to work with children.</p>
<p><i>Use of Google Meet with a group of students (cases of remote learning only)</i></p>	<p><i>Allegations of abuse against school personnel</i></p> <p><i>Harm to students</i></p> <p><i>Google Meet will be used with a group of children.</i></p> <p><i>A Meet that's 1:1 between a teacher and a student must be sanctioned by the BOM - the parent must always be present throughout the Meet and the teacher will record the Meet in its entirety in such circumstances.</i></p>

<p><i>Use of Google Meet</i></p> <p><i>(cases of remote learning only)</i></p>	<p><i>Inappropriate recording of staf or pupils</i></p> <p><i>Harm to students</i></p>	<p><i>The school's Acceptable Use Policy outlines that a child/parent must not record a Meet between teacher and a group of students.</i></p> <p><i>Teacher will always organise the Google Meet, that way if a recording happens accidentally it will automatically be saved in the teacher's Google Drive</i></p> <p><i>Staf will record the Google Meet for Child Protection purposes to ensure the safety of all students while they engage online with their teacher.</i></p>
<p><i>Use of Google Meet</i></p> <p><i>(cases of remote learning only)</i></p>	<p><i>Inappropriate use of Google Meet/inadequate supervision - teacher not in attendance/joined the Meet</i></p> <p><i>Harm to students</i></p>	<p><i>Children are not permitted to join the Meet until their teacher is present in the Meet - the child/parent can see this information before they join. Once the teacher is present, the child/parent may click join.</i></p> <p><i>The teacher will create a Meet using a nickname and then will be the last to leave the Meet. Children are unable to re-join in this instance.</i></p>

<p><i>Google Meet</i></p> <p><i>Gmail</i> (cases of remote learning only)</p>	<p><i>Harm to pupils due to inappropriate behaviour/communication</i></p>	<p><i>As above.</i></p> <p><i>Procedures outlined in Acceptable Use Policy for breaches in relation to bullying behaviour, hurtful communication</i></p>
<p><i>Phoning to support families and student throughout the school closure</i> (cases of remote learning only)</p>	<p><i>Allegations against school personnel</i></p> <p><i>Harm to students</i></p>	<p><i>The staff member will contact the family on the parent/guardian's phone. If the teacher is speaking with the child, the teacher will request that the phone is put on speakerphone and that the parent/guardian is present for the communication.</i></p>
<p>Summer Programme</p> <ul style="list-style-type: none"> • Training of school personnel in Child Protection matters 	<p>Harm not recognised or reported promptly</p>	<p>All personnel, teaching and SNA staff, are required to adhere to the <i>Child Protection Procedures for Primary and Post Primary Schools (revised (2023))</i> and all registered teaching staff are required to adhere to the Children First Act, 2015 and its Addendum, 2019.</p> <p><i>Child Protection Procedures for Primary and Post Primary Schools (revised (2023))</i> made available to all staff</p>

including intimate care needs Care of Children with special needs,	Harm by school personnel	Policy on intimate care
Recreation breaks for pupils	Bullying	School has an Anti-bullying Policy which fully adheres to the requirements of the DES Anti-bullying Procedures for Primary and Post Primary Schools
		Code of Behaviour
Camp outings - Marhill, swimming pool, park etc..	Harm to pupils by unknown adults	Supervision policy
		Code of Behaviour
		Garda Vetting
Care of pupils with specific vulnerabilities/ needs such as	Harm to pupils	Anti-bullying Policy
<ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) children 		Code of Behaviour
		Child Safeguarding Statement
		DES procedures

- Pupils perceived to be LGBT
- Pupils of minority religious faiths
- Children in care
- Children on CPNS

Managing of challenging behaviour

amongst pupils Injury to pupils and staff Health & Safety Policy

Code Of Behaviour
Support sought from SESS/NCSE
Consultation with NEPS - where available

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 no 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)*

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.

