

CBS Primary School,

Chapel Street,

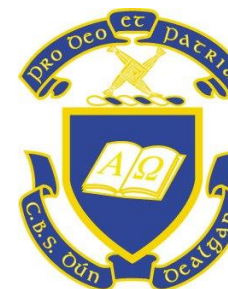
Dundalk,

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Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

CBS Primary School Dundalk 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 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of CBS Primary School Dundalk 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 **Mrs Eileen Hart**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Mrs Sarah Coggans**
- 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 school's 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 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 **8th December 2021**

This Child Safeguarding Statement was reviewed by the Board of Management on **8th December 2021**

Signed: *Deirdre Kerr*

Chairperson of Board of Management

Date: 08/12/2021

Signed: *Eileen Hart*

Principal/Secretary to the Board of Management

Date: 08/12/2021

Child Safeguarding Risk Assessment

Written Assessment of Risk of CBS Primary School Dundalk

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 CBS Primary School Dundalk

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 risk identified in this assessment
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly by school personnel	<ul style="list-style-type: none"> • The school's Child Safeguarding Statement & DES Procedures made available to all school personnel • School personnel are required to adhere to the DES Procedures, and all registered teaching staff are required to adhere to the Children First Act 2015 • DLP & DDLP to attend Child Protection refresh training • All Staff to view Túsla training module & any other online training offered by Principal and BOM • Staff and board members are encouraged to avail of relevant training • Records of all Staff and board member training maintained • Critical Incident Management Plan
Care of Children with additional educational needs, including intimate care needs	Harm by school personnel	<ul style="list-style-type: none"> • Intimate Care and toileting policy in respect of pupils who require such care • Health and Safety Policy • AEN Policy (Follow Personal Pupil Plan as required)
Toilet areas	Inappropriate behaviour	<ul style="list-style-type: none"> • Code of Behaviour • Health and Safety Statement • Classroom teaching (SPHE)
Curricular Provision in respect of SPHE, RSE, Stay Safe	Non-teaching of same	<ul style="list-style-type: none"> • The school implements SPHE, RSE, Stay Safe and Walk Tall in a two-year cycle
LGBTQIA+ Children/Pupils perceived to be LGBTQIA+	Bullying	<ul style="list-style-type: none"> • Anti-Bullying Policy, which fully adheres to the requirements of the DES Anti-Bullying Procedures for Primary & Post-Primary Schools • Code of Behaviour

List of School Activities	The school has identified the following risk of harm	The school has the following procedures in place to address the risk identified in this assessment
Daily arrival and dismissal of pupils	Harm from older pupils and harm from unknown adults on the playground Child not collected on time	<ul style="list-style-type: none"> • School Rules and Behaviour Code
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and Staff	<ul style="list-style-type: none"> • Health & Safety Statement • School Rules and Behaviour Code
Sports Coaches	Harm to pupils	<ul style="list-style-type: none"> • Health and Safety Statement • Garda Vetting • Child Safeguarding Statement
Students participating in work experience	Harm by student	<ul style="list-style-type: none"> • Health and Safety Statement • Child Safeguarding Statement • Garda Vetting as applicable • Student fully supervised at all times by a member of school personnel
Recreation breaks for pupils (to include wet breaks) across the mainstream classes	Harm due to inadequate supervision of pupils	<ul style="list-style-type: none"> • Yard/Supervision Rota and Supervision Policy to ensure appropriate supervision of children during breaks. Strict adherence to procedures. • Health and Safety Statement • Code of Behaviour
Classroom teaching	Harm to pupils	<ul style="list-style-type: none"> • Child Safeguarding Statement • Code of Professional Conduct (Teaching Council) reviewed as a staff
One-to-one teaching	Harm by school personnel	<ul style="list-style-type: none"> • AEN Policy • Glass windows in the doors • Open the door if no window in the doors
One-to-one Counselling, PlayTherapy, OT/SLT, Tusla social worker, Care officer	Harm by visitors to the school	<ul style="list-style-type: none"> • Child Safeguarding Statement • Garda Vetting • Glass in the door or open door • Ensuring appropriate Garda vetting is in place

Outdoor teaching activities	Harm to Pupils	<ul style="list-style-type: none"> • Health and Safety Statement • Ensuring adequate supervision • Pre-teaching of routines
Use of Sensory Room	Harm by an adult	<ul style="list-style-type: none"> • An adult must accompany children to the sensory room, where possible two pupils should attend. • Follow safeguards for one-to-one teaching • Child Safeguarding Statement • Garda Vetting • Glass in the door or open door

List of School Activities	The school has identified the following Risk of Harm	The school has the following procedures in place to address the risk identified in this assessment
Sporting Activities (e.g. Sports Day)	Harm to pupils	<ul style="list-style-type: none"> • Child Safeguarding Statement • Health and Safety Statement • Adequate supervision provided • Ensuring extra-curricular Staff are fully Garda vetted
Swimming	Harm by other pupils Harm by an adult	<ul style="list-style-type: none"> • Ensuring adequate supervision • Child Safeguarding Statement • Health and Safety Statement • Code of Behaviour • Pre-teaching of routines • CBS staff are insured to enter the changing area; however, it is advised that two adults attend when children are changing • Children attending swimming should be able to change and wash themselves. • An SNA will support children with AED
School outings	Harm to pupils	<ul style="list-style-type: none"> • Ensuring adequate supervision • Health and Safety Statement • Code of Behaviour • Pre-teaching of routines

School trips involving overnight stays	Harm by other pupils Harm by an adult	<ul style="list-style-type: none"> • Adequate supervision • Appropriate Garda Vetted chaperone • Child Safeguarding Statement
Use of off-site facilities for school activities	Harm by school personnel, a member of Staff of another organisation or other person while participating in out of school activities, e.g. school trip Harm due to inadequate supervision while attending out of school activities	<ul style="list-style-type: none"> • Ensuring adequate supervision • School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i>, and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> • All staff garda vetted

List of School Activities	The school has identified the following Risk to Harm	The school has the following procedures in place to address the risk identified in this assessment
School transport arrangements	Harm to pupils	<ul style="list-style-type: none"> • Bus staff are not alone with children, supervision by school personnel
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	Harm due to inappropriate Code of Behaviour	<ul style="list-style-type: none"> • Appropriate Code of Behaviour
Administration of Medicine Administration of First Aid	Harm to pupils	<ul style="list-style-type: none"> • Administration of Medicine Policy • First Aid Policy • Staff training
Prevention and dealing with bullying amongst pupils	Harm by other pupils	<ul style="list-style-type: none"> • Code of Behaviour • Anti-Bullying Policy • School implements Stay Safe, SPHE, Walk tall and RSE • Organised events promoting positive relationships
Use of external personnel to supplement the curriculum, sports and extra-curricular activities	Harm by external personnel	<ul style="list-style-type: none"> • Child Safeguarding Statement and DES Procedures made available to all Staff • Garda Vetting as applicable • Supervision by school personnel

<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • LGBTQIA+ children • Pupils perceived to be LGBTQIA+ • Pupils of minority religious faiths • Children in care • Children on Child Protection Notification System 	<p>Harm to pupils</p>	<ul style="list-style-type: none"> • Child Safeguarding Statement • Anti-Bullying Policy
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<p>List of School Activities</p>	<p>The school has identified the following Risk of Harm</p>	<p>The school has the following procedures in place to address the risk identified in this assessment</p>
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> • Teachers • SNA's • Caretaker/Secretary/Cleaners • Sports coaches • External Tutors/Guest Speakers • Volunteers/Parents in school activities • Visitors/contractors present in school during/after school hours 	<p>Harm not recognised or properly or promptly reported</p>	<ul style="list-style-type: none"> • School's Child Safeguarding Statement & DES Procedures made available to all new Staff • Staff to view Túsla training module & any other online training offered • Adherence to the requirements of the Garda Vetting legislation and relevant DES circulars concerning recruitment and Garda Vetting • Health and Safety Statement
<p>Student teachers undertaking training placement in the school</p>	<p>Harm by a student teacher</p>	<ul style="list-style-type: none"> • Child Safeguarding Statement and DES Procedures • Garda Vetting • Student-teacher supervised by a registered teacher

Use of school premises by other organisations during school day/after school hours	Harm by a member of an organisation	<ul style="list-style-type: none"> • Child Safeguarding Statement and DES Procedures made available • Garda Vetting procedures followed
Participation by pupils in religious ceremonies/religious instruction external to the school	Harm by an adult	<ul style="list-style-type: none"> • Garda Vetting as applicable • Supervision by school personnel if related to sacraments etc.
Private professionals observing pupils alongside their peers	Harm to pupils as disruption to the structure of the day can result in stress and anxiety for pupils	<ul style="list-style-type: none"> • Private professionals, by appointment, may meet with class teachers for a briefing on a specific pupil outside of contact time. One-to-one sessions with an individual pupil will be facilitated once the Archdiocese of Armagh has vetted the professional.
Use of video/photography/other media to record school events	Harm to pupils	<ul style="list-style-type: none"> • Ensuring parental permission to take photographs • Data Protection Policy • Pupils are not permitted to use mobile phones during school time • Attendees are not permitted to record or photograph events.

List of School Activities	The school has identified the following Risk of Harm	The school has the following procedures in place to address the risk identified in this assessment
Use of school Facebook page, YouTube channel and Website to promote the school.	<p>Harm by a member of school personnel publishing material</p> <p>Harm by visitors posting to the page or beneath posts</p>	<ul style="list-style-type: none"> • Parental permission for photos to be published in this manner • Administrators monitor the page regularly • Comments on YouTube account blocked • Comments on Website blocked
Use of Information and Communication Technology by pupils in school	<p>Harm due to bullying</p> <p>Harm due to pupils inappropriately accessing/using computers, social media, phones and other devices while at school</p>	<ul style="list-style-type: none"> • Acceptable Use Policy including Mobile Phone use • Anti-Bullying Policy • Code of Behaviour • Stay Safe programme implemented • Regular discussion around the usage of computers/mobile phones in class and during assembly

Use of Information and Communication Technology by school personnel	<p>Harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or another manner</p> <p>Harm caused by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or another manner</p>	<ul style="list-style-type: none"> • Code of Conduct for school personnel (teaching and non-teaching Staff) • Compliance with the agreed disciplinary procedures for teaching staff • Acceptable Use Policy
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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 risk identified in this assessment
Use of Information and Communication Technology for Remote Learning	<p>Harm to pupils as loss of routine, structure and social support can result in stress and anxiety</p> <p>Harm to pupils as families face new stressors and significant pressures during the Covid19 pandemic</p> <p>Harm to pupils due to stigma and discrimination related to Covid19 resulting in vulnerability to violence and psychological distress.</p> <p>Harm not easily identified remotely by school personnel</p> <p>Harm not reported promptly by school personnel due to Staff working remotely</p>	<ul style="list-style-type: none"> • Remote Teaching and Learning Policy • Protocols for storage of data and breaches of data • Agreed rules for video conferencing (pupils and Staff) • Online teaching and learning should be age and content appropriate, respect the privacy of the pupil and their families at home. • Staff must use communication platforms identified in the Remote Teaching and Learning Policy • Minimise the risks of the children being visible to others or any arrangements with only one pupil. • Consideration should be given to alternative options for pupils whose situation make joining certain types of lesson difficult or whose learning needs are incompatible with this type of provision. • Ensure support is made available to all pupils, especially to those not engaging online (SETs, SNAs, Principal) • All Staff should be advised that the normal reporting channels for CP concerns apply during the period of distance learning, to include mandated persons, DLP and DDLP

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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*

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.