



Coláiste Íde agus Iosef Child Safeguarding Statement 2022/2023

Risk Assessment Mandatory Template
Coláiste Íde agus Iosef, Abbeyfeale, Co. Limerick

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 **Coláiste Íde agus Iosef, Abbeyfeale, Co. Limerick**.

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*.

**Child Safeguarding Risk Assessment
(of any potential harm)**

	List of School Activities	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	Harm not recognised or reported promptly	Child Safeguarding Statement & DES procedures made available to all staff DLP& DDLP attend Safeguarding training. All Staff to view Tusla training module & any other online training offered by PDST BOM records all records of staff and board training Induction training provided to substitute teachers/SNA's
1.	Daily arrival and dismissal of pupils	Harm from Staff or other students.	Code of Conduct/Behaviour, Anti-Bullying Policy and other existing policies. Assembly procedures. Morning Supervision protocols. Health & Safety Policy
2.	Recreation breaks for pupils (Break & Lunch time)	Harm by school personnel Risk of harm by another child. Risk of harm by external worker/visitor. Risk by bullying.	Supervision of corridor and communal areas. Supervision at rear and front of building. External workers/visitors supervised. Anti-bullying policy & Mobile phone policy.
3.	Classroom teaching	Risk of harm by school personnel Risk of accessing inappropriate material Risk to children with SEN with particular vulnerabilities. Teachers leaving room. Supervision during teacher absence.	Staff Vetted and trained in Child Protection Appropriate class supervision. Appropriate substitution during teacher absence from class.

	List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
4.	One-to-one teaching	<ul style="list-style-type: none"> • Harm by school personnel or visiting counsellor(s) • Harm to children with SEN who have particular vulnerabilities. 	<ul style="list-style-type: none"> • All staff or visiting counsellors trained and vetted. • Glass panel in door of room. • Special Educational Needs Policy in place. • Guidance Plan in place
5.	One-to-one Counselling	<ul style="list-style-type: none"> • Harm by school personnel or visiting counsellor(s) • Risk of harm in one-to-one counselling situation. • Risk of harm to children with SEN who have particular vulnerabilities. • Risk of harm due to inappropriate relationships/communications between child and another adult. 	<ul style="list-style-type: none"> • All staff or visiting counsellors trained and vetted. • The school has in place procedures for one-to-one meetings with students. • The school has a Special Educational Needs policy. • The school has a Whole School Guidance Plan. • The school has in place a Pastoral Care Policy. • The school has in place a Supervision Policy.
6.	Outdoor teaching activities	<ul style="list-style-type: none"> • Harm by school personnel • Harm by other students 	<ul style="list-style-type: none"> • Existing ETB Policies • Regularly reviewed
7.	Sporting Activities	<ul style="list-style-type: none"> • Harm by school personnel • Harm by visitors / coaches etc. • Harm by other students • Harm by spectators/etc. 	<ul style="list-style-type: none"> • The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assemblies, dismissal and breaks and in respect of specific areas such as toilets etc. • 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 in place a Code of Behaviour Policy for students. • The school has in place a Pastoral Care Policy. • The school has a Sporting Guidelines and Extra Curricular Activities Policy which outlines clear procedures in respect of changing rooms, school outings

			<p>and sporting activities.</p> <ul style="list-style-type: none"> • The school has in place an ICT policy (AUP Policy) in respect of usage of ICT by pupils. • The school has in place a policy on personal electronic devices which includes the use of mobile phones by students. • The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement • The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to 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. • School personnel are encouraged to avail of relevant training.
8.	School outings	<ul style="list-style-type: none"> • Risk of students being harmed by member of school personnel, member of staff of other organisation or other person while student is participating in out of school activities. • Risk of harm due to inadequate supervision of students while attending out of school activities. 	<ul style="list-style-type: none"> • The school has in place a policy for Educational School Tours/ Trips and extra-curricular sporting activities. • ETB Policy • The school has in place a Code of Behaviour for students. • School personnel are expected to adhere to the Teaching Council's Code of Conduct and the schools Code of Professional Conduct. • The school complies with agreed disciplinary procedures for teaching staff.
9.	School Trips involving overnight stay.	<ul style="list-style-type: none"> • Risk of students being harmed by member of school personnel, member of staff of other organisation or other person while student is participating in out of school activities. • Risk of harm due to inadequate supervision of students while attending 	<ul style="list-style-type: none"> • The school has in place a policy for Educational School Tours/ Trips and extra-curricular sporting activities. • ETB Policy • The school has in place a Code of Behaviour for students. • School personnel are expected to adhere to the Teaching Council's Code of Conduct.

		out of school activities.	<ul style="list-style-type: none"> The school has in place a School Tours/Trips Policy in addition to a Sporting Guidelines and Extra Curricular Activities Policy and clear procedures in respect of same. The school has in place a Pastoral Care Policy. The school has in place a policy and procedures for the administration of medication to pupils. The school has in place a policy and procedures for the administration of First Aid. The school has in place a Critical Incident Management Plan.
10.	School Trips involving foreign travel	<ul style="list-style-type: none"> Risk of students being harmed by member of school personnel, member of staff of other organisation or other person while student is participating in out of school activities. Risk of harm due to inadequate supervision of students while attending out of school activities. 	<ul style="list-style-type: none"> The school has in place a policy for Educational School Tours/ Trips and extra-curricular sporting activities. ETB Policy The school has in place a School Tours/Trips Policy in addition to a Sporting Guidelines Policy and clear procedures in respect of same. The school has in place a Code of Behaviour for students The school has in place a Pastoral Care Policy. School personnel are expected to adhere to the Teaching Council's Code of Conduct and the schools Code of Professional Conduct. The school complies with agreed disciplinary procedures for teaching staff. The school has in place a policy and procedures for the administration of medication to pupils The school has in place a policy and procedures for the administration of First Aid. The school has in place a Critical Incident Management Plan.
11.	Use of toilets/ Changing/ shower areas in school	<ul style="list-style-type: none"> Risk of injury to students / Bullying Harm not recognised or properly or promptly reported. Inappropriate behaviour in changing room 	<ul style="list-style-type: none"> Adequate supervision Policy & Procedures in place

12.	Managing of challenging behaviour amongst students, including appropriate use of restraint where required.	<ul style="list-style-type: none"> • Risk of student being harmed in school by a member of school personnel. • Risk of student being harmed by another student. 	<ul style="list-style-type: none"> • Code of Behaviour • Health & Safety Policy • SEN Policy •
13	Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.	<ul style="list-style-type: none"> • Risk of harm due to inadequate Code of Behaviour. 	<ul style="list-style-type: none"> • The school has in place a Code of Behaviour for students. • The school has in place an Acceptable Usage Policy in respect of the usage of mobile phones by students. •
14.	Care of students with special educational needs, including intimate care where needed.	<ul style="list-style-type: none"> • Risk of harm to students with SEN who have particular vulnerabilities. • Risk of harm to student while receiving intimate care. 	<ul style="list-style-type: none"> • The school has a Special Educational Needs Policy. • The school has a care plan in respect of students who require such care. SST Care Plans in place. • The school will develop procedures and policy in respect of one to one meetings with students.
15.	<ul style="list-style-type: none"> • Care of students with specific vulnerabilities/needs including: • Students from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) students and students 	<ul style="list-style-type: none"> • Risk of student being harmed in school by a member of school personnel. • Risk of student being harmed by another student. • Risk of harm due to bullying of student. 	<ul style="list-style-type: none"> • 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 in place a Code of Behaviour for students. • The LCETB Dignity Charter.

	<p>perceived to be LGBT</p> <ul style="list-style-type: none"> • Students of minority religions • Children in care 		
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16.	Administration of Medicine	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequately trained staff 	<ul style="list-style-type: none"> • The school has in place a policy and procedures for the administration of medication to students.
17.	Administration of First Aid	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequately trained staff 	<ul style="list-style-type: none"> ▪ The school has in place a policy and procedures for the administration of First Aid. ▪ The school has a Health and Safety Policy.
18.	Curricular provision in respect of SPHE, RSE and Wellbeing	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate education of students 	<ul style="list-style-type: none"> ▪ The school implements in full the SPHE curriculum and has in place an SPHE policy. ▪ The school has an RSE Policy. ▪ The school implements in full the Wellbeing Programme at Junior Cycle and a TY Wellbeing Course.
19.	Participation by students in religious ceremonies/religious instruction external to the school	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a member of school personnel ▪ Risk of student being harmed in the school by another student ▪ Risk of harm due to bullying of student 	<ul style="list-style-type: none"> ▪ The school has a Religious Education Policy ▪ 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 in place a Code of Behaviour for students. ▪ The school has in place a Dignity Charter.

20.	Use of Information and Communication Technology by students in school	<ul style="list-style-type: none"> ▪ Risk of harm due to students inappropriately accessing/using computers, social media, phones and other devices while at school 	<ul style="list-style-type: none"> ▪ The school has in place an ICT policy (AUP Policy) in respect of usage of ICT by students. ▪ The school has in place a policy on personal electronic devices which includes the use of mobile phones and mobile devices by students.
21.	Students participating in work experience in the school	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person 	<ul style="list-style-type: none"> ▪ The school has in place procedures in respect of students undertaking work experience in the school.
22.	Students from the school participating in work experience elsewhere	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in work experience 	<ul style="list-style-type: none"> ▪ The school has in place procedures in respect of students of the school undertaking work experience in an external organisation.
23.	Recruitment of school personnel including - <ul style="list-style-type: none"> ▪ Teachers ▪ SNAs ▪ Admin staff ▪ Caretaker ▪ Cleaners 	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a member of school personnel 	<ul style="list-style-type: none"> ▪ The school/LCETB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting ▪ The school/LCETB has procedures in place in relation to the recruitment of school personnel which adheres to the requirements in DES circulars. ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel. ▪ All new staff are provided with a copy of the school's Student Safeguarding Statement ▪ The school encourages staff to avail of relevant training ▪ The school/LCETB maintains records of all staff and Board member training. ▪ The school has in place a Teacher Induction Policy. This policy is currently being reviewed to reflect the school's engagement with the Droichead process.

<p>24.</p>	<p>Use of external personnel to supplement curriculum and/or support sports and other extra-curricular activities</p> <ul style="list-style-type: none"> • Sports coaches • External Tutors/Guest Speakers • Volunteers/Parents in school activities 	<ul style="list-style-type: none"> • Risk of student being harmed in the school by volunteer or visitor to the school. 	<ul style="list-style-type: none"> ▪ The school has in place a Visiting Speakers Policy for the use of external persons to supplement delivery of the curriculum. ▪ Parents/Guardians who volunteer are required to undergo Garda Vetting through the LCETB.
<p>25.</p>	<p>Fundraising events involving students</p>	<p>Risk of student being harmed in or out of school by a volunteer or member of the public.</p>	<ul style="list-style-type: none"> ▪ Staff complete a risk assessment for each fundraising event in advance of the fundraising taking place. ▪ Students fundraise during agreed times only and supervision is provided. ▪ The school has in place a Code of Behaviour for students.
<p>26.</p>	<p>Use of video /photography/other media to record at school events</p>	<ul style="list-style-type: none"> • Risk of student being exposed public in a manner that is likely to be harmful to the student. 	<ul style="list-style-type: none"> ▪ Parents' consent to use of images for school purposes only – other usage is cleared on a case by case basis. ▪ The school has an Acceptable Usage Policy.
<p>27.</p>	<p>Use of student images for PR purposes</p>	<ul style="list-style-type: none"> • Risk of student being exposed public in a manner that is likely to be harmful to the student. 	<ul style="list-style-type: none"> ▪ Parents' consent to use of images for school purposes only – other usage is cleared on a case by case basis. ▪

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28.	Student teachers undertaking training placement in school	<ul style="list-style-type: none"> • Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person 	<ul style="list-style-type: none"> ▪ The school has in place a policy and procedures in respect of student teacher placements.
29.	After school use of school premises by other organisations	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor to the school 	<ul style="list-style-type: none"> ▪ The school has a document regarding terms and conditions of the use of the school's buildings and requires insurance and child protection details to be in place by the visiting organisation. ▪ The school has in place a Home School Liaison policy and related procedures.
30.	Use of school premises by other organisations during the school day	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor to the school 	<ul style="list-style-type: none"> ▪ ETB Policy – Visiting Speakers ▪ Supervision Policy
31.	Non-curricular related visitors / contractors present in school during school hours	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor/contractor to the school 	<ul style="list-style-type: none"> ▪ All visitors are required to report to and sign in at reception. ▪ The school has a Health & Safety Policy. ▪ Sodexo Policy on contractors and visitors to School.
32.	Non-curricular related visitors / contractors present during after school activities	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor/contractor to the school 	<ul style="list-style-type: none"> ▪ The school has a Health & Safety Policy. ▪ All visitors are required to report to and sign in at reception. ▪ Sodexo Policy on contractors and visitors to School.
33.	Use of Information and Communication Technology by staff	<ul style="list-style-type: none"> ▪ Risk of harm caused by member of school personnel communicating with students in an inappropriate manner via social media, texting, digital device or other manner 	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement. ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school

		<ul style="list-style-type: none"> ▪ Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner 	<p>personnel.</p> <ul style="list-style-type: none"> ▪ 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>. ▪ School personnel are expected to adhere to the Teaching Council’s Code of Conduct and the schools Code of Professional Conduct. ▪ The school complies with agreed disciplinary procedures for teaching staff. ▪ Staff and students are required to use official school accounts for email, etc. ▪ The school has in place an ICT policy (AUP Policy) in respect of usage of ICT by pupils ▪ The school has in place a policy on personal electronic devices which includes the use of mobile phones by students.
<p>34.</p>	<ul style="list-style-type: none"> ▪ Reporting 	<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. ▪ 	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school’s student Safeguarding Statement. ▪ The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to 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 encourages staff to avail of relevant training.

			<ul style="list-style-type: none"> ▪ The school complies with the agreed disciplinary procedures for teaching staff.
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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.

This risk assessment has been completed by the Board of Management on **15th September 2022**. It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Ratified by The Board of Management

15th September 2022

E. O Callaghan (Chairperson)

Liam Murphy (Principal)