

## Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template

### Child Safeguarding Statement

Mother of Fair Love School is a special school providing primary & post-primary education to pupils from Junior Infants 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 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 Mother of Fair Love 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 Mary Cody
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Máirín Larkin
- 4 The Relevant Person is Mary Cody  
*(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
- 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 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 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.

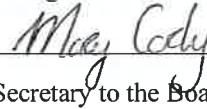
**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 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 25<sup>th</sup> September 2023.

This Child Safeguarding Statement was reviewed by the Board of Management on 26<sup>th</sup> October 2022.

Signed:   
Chairperson of Board of Management

Signed:   
Principal/Secretary to the Board of Management

Date: 25.9.23

Date: 25.9.23

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of [name of school]

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, the following is the Written Risk Assessment of Mother of Fair Love School.

	List of School Activities	Risk of Harm	Rank	Procedures/Control	Amended Rank
1.	Opening/Closing times & break times  Access/Egress via pedestrian walkway to PE Hall.	Access to pupils by strangers or other adults. Risk of harm from other pupils Extra staff required  Access to pupils by stranger/other adults  Flight risk children	H	Principal on duty Supervision by SNA's from 9.05am  Indoor magnetic locks on doors and codes changed regularly.  Gate locking duties assigned to staff morning and evening Main gate kept closed during day	L
2.	Classroom teachers One to one teaching  Outdoor teaching activities Visiting Drama Teacher Visiting Counsellor Mixing of staff	Teachers behaving inappropriately Teachers/Professionals lacking awareness of child safety issues	M	All teachers and staff garda vetted Visitors from reputable organisations only Glass panels on internal doors Doors always open if in a space with one child	L
3.	Sporting activities / swimming	Potential for unsupervised times in changing areas. Access to pupils by strangers or other adults	L	Adequate supervision provided. Trained lifeguards in pool Trained lifeguards on staff  Timetable operates only after Easter term	L
4.	Use of toilet/changing shower areas in schools	Potential of exposure  Primary toilets as normal Single stall unisex toilets in secondary in 2/3 rooms	H	Adequate supervision Permission sought by pupils Extensive care plan for breaktimes Senior End, boys toilet R8, girls toilet R10	L

5.	Use of off-site facilities for school activities	Access to pupils by stranger or other adults	L	Adequate supervision provided The school has in place a policy and clear procedures in respect of school outings. School implements in full the stay safe programme.	L
6.	School transport arrangements including use of escorts 2 secondary pupils extreme behaviour on bus	Escorts behaving inappropriately Escorts lacking awareness of child safety issues Physical and emotional distress for other pupils	H	All bus escorts trained in safeguarding  Both assigned new escort and individual taxi	L
7.	Senior Students travelling to work placement	Need to be accompanied	M	Parents transport.  HSE guidance officer consulting with parents	L
8.	School Outings	Access to pupils by strangers. Inappropriate activity by pupils. Dangers posed by unfamiliar environment.	M	Adequate supervision Adequate planning and preparation by staff The school has in place a policy and clear procedures in respect of school outings.	L
9.	Care of children with special education needs, including intimate, care where needed, care of vulnerable, adult students Secondary and Primary schools access to each other during school and on yard	Potential for students to be neglected emotionally physically or sexually Unsuitable mixing of age groupings. Heightened in area of special education	H	Adequate supervision Use of recording of intimate care books and home/school diaries. Provision of changing suite R1 Safeguarding training Development of New Care Plan for school March 2019 Both schools separated from Sept 2020. Separate yard time and new Senior garden since Sept 2020 School has a yard/playground supervision policy.	L
10.	Management of challenging behaviour amongst pupils including appropriate use of restraint where required Long yard breaks Time out zones for behaviour regulation	Potential that staff may restrain inappropriately resulting in physical harm to the child  Leads to behaviour issues Lounge area available for Secondary Sensory suite available for Primary	H	Staff follow behaviour plans in IEP's Majority of staff have been trained in Autism with Middletown x six seminars 2018/2019 Yard time halved to 15 mins out 15 mins in and behaviour issues significantly reduced Behaviour Training with NCSE x three seminars	L

				2018/2019 CPI training for staff August 2021 Aug 2023 all staff trained Dynamis, positive handling practises	
11.	Participation in religious ceremonies external to school	Stranger danger	L	SNA & Teacher supervision	L
12.	Use of ICT	Pornography, online bullying, unsuitable content	M	Supervision at all times, mobile phone policy, PDST governed internet access. Stay Safe, ICT Policy, Friendship, Antbullying Week.	L
13.	Students on work experience	Stranger danger Abuse Bullying Exclusion	M	Walk to and from workplace Placement has details for Liaison Person in school Parental consent form BOM approved Assigned supervisor for students HSE Guidance Office monitoring developments The school has in place a policy in respect of Work Experience Policy	L
14.	Student Teachers New incoming staff External persons to supplement delivery of the curriculum	Inappropriate interactions Immediate unfamiliarity with school	L	School has in place and policy and procedures in respect of student teacher placements. School has in place a policy and procedures in respect of external persons to supplement delivery of curriculum <ul style="list-style-type: none"> <li>• Staff handbook</li> <li>• Garda Vetting</li> <li>• Assigned to base class</li> <li>• Issued with new staff handbook</li> <li>• Sept 2020 new policy on Reintegrated staff, assigned 'buddies'</li> <li>• Droichead training for NQT's</li> </ul>	L

15.	Use of video to record school events	Inappropriate use of equipment ie photos	L	Acceptable use policy Permission slips for photo on file Mobile Phone Policy	L
16.	Social Media	Potential for bullying Potential for grooming of pupils	H	Pupils' mobile phones to be switched off at all times and kept out of sight Anti bullying policy Information sessions for pupils, parents and staff	L
17.	Possible after school use of facilities	Access to confidential information Theft of equipment	L	All rooms with locked filing cabinets ICT in locked filing cabinet Sensitive documentation in strongroom 6 digit password approved security for all staff phones	L
18.	Administration of Medicine	Incorrect dose No medicine Out of date Medicine No trained personnel	H	Designated responsibility of APL Post Holder Policy in place, GP instructions, dosage on box, as per policy, staff training, SNA administration of medicine	L
19.	Administration of First Aid	Injury	M	Separate school yard timetables for Primary & Secondary Accident Report Form Parental Contact Health & Safety Statement Do not apply bandages Hypo allergenic plasters & ice packs (first aid approved) Staff training in First Response, First Aid, administration of medication. Diabetic & Asthma training.	L
20.	SPHE, RSE, Stay Safe	Not covered, pupils left at risk	H	Stay Safe – October each year every class Busy Bodies Staff CPD Walk Tall, RSE books, Friends Programme, Zippys Friends Wellbeing Counselling School Counsellor for ages 13-18 since June 2021	L
21.	Bullying	Emotional distress, Physical Injury	H	Anti Bullying Policy Anti Bullying week (Friendship week)	L

	Remote Learning Environment	Youth produced sexual imagery Sharing of harmful or illegal content on line		Weekly assemblies Stay Safe Programme Webwise Myselfie Talk About Talk About for Teenagers Friends for Life Fun Friends Staff Supervision, awareness, Training RSE Programme SPHE Personal Care Walk Tall Visit from Community Gardai re Cyberbullying Counselling Supports for Schools Up to Us Anti Bullying Kit PDST Think B4 U Click	
22.	Training for Child Protection	Child at risk of abuse	H	TUSLA training CPD on Child Protection Policy on Child Protection in each class	L
23.	External Personnel	Tutors behaving inappropriately Lacking awareness of child safety issues	L	All Garda Vetted Reputable agency staff only The school has in places code of conduct for school for teaching and non teaching staff.	L
24.	Sports Personnel	Tutors behaving inappropriately Lacking awareness of child safety issues	L	All Garda Vetted Prior conversation with Principal/Teacher The school has in place policy and procedures for use of external personnel to support the delivery of the curriculum	L
25.	Care of Ethnic Minorities	Bullying Exclusion	L	Buddy Programme Resource folder for EM & ESL Anti Bullying Training Stay Safe Access to SNA support NEPS S&L Therapy	L
26.	Travellers	Bullying Discrimination Exclusion	M	Resource Folder for Travellers	L

				SNA Access, recognition of culture, SPHE, Stay Safe lessons, NEPS	
27.	LGBT	Bullying Discrimination Exclusion	L	SNA access, NEPS Psychological Services, SPHE Stay Safe Lessons RSE Maria Fields Sex Ed for teenagers with Autism	L
28.	Minority Religious Faith	Bullying Discrimination Exclusion	L	School Ethos, Choice for sacraments, SNA access SPHE Permission to participate in religion lessons	L
29.	Children in Care	Bullying Vulnerability Emotional Distress	M	Friends Programme, NEPS Stay Safe CAMHS Social Work Contact Wellbeing and Resilience, Meditation Staff alerted to information	L
30.	Children on CPNS	Emotional Distress Physical Injury Abuse, Abduction	H	SNA & Teacher supervision SPHE Monthly Updates Stay Safe Parental Contact TUSLA NEPS	L
31.	Recruitment School Personnel	Unqualified Not Vetted	L	Statutory Vetting Teaching Council Registration Office checks on CV	L
32.	Food Hygiene	Casual eating	M	Specific standardised times for eating timetabled across school	L
33.	Pupil Well being Non-native speaker/those with poor communication skills	Difficulty reporting abuse if necessary	L	Stay Safe Programme SNA on hand for children throughout the day SLT	L
34.	Remote Learning Environment	Vulnerability to incidents of abuses of sexual abuse/emotional abuse / neglect	H	Weekly 'Wellbeing call' from teacher for child only. Students educated to level	L



				<p>of proficiency in Seesaw and emailing</p> <p>Both Teacher and SNA school emails available to pupils</p> <p>The school liaises with travelling community via volunteer liaison person</p> <p>Remote Teaching and Learning Policy</p> <p>Code of behaviour</p> <p>Secretary's own mobile available to families with no internet or email access.</p>	
35.	Online Teaching & Learning Remotely	Vulnerability to incidents of abuse/ emotional	H	<p>Weekly 'Wellbeing call' from teacher for child only.</p> <p>Students educated to level of proficiency in Seesaw and emailing</p> <p>Both Teacher and SNA school emails available to pupils</p> <p>The school liaises with travelling community via volunteer liaison person</p> <p>Remote Teaching and Learning Policy</p> <p>Code of behaviour</p> <p>Secretary's own mobile available to families with no internet or email access.</p>	L
36.	Annual Sports Day	External coaches on premises	H	<p>External persons policy to supplement delivery of the curriculum</p> <p>Supervision by teachers and SNA's</p> <p>Professional conduct policy</p> <p>MFL handbook</p>	L
37.	Visitors/contractors present in school during school hours	External personnel on premises Stranger danger	H	<p>Prior contact with Principal</p> <p>Tusla Child Protection training for mandated and non mandated persons</p> <p>Garda vetting</p>	L
38.	Application of sanctions under the School's Code of Behaviour including detention of pupils, confiscation of phones etc.	Potential for child to be alone with an adult. Misunderstanding of rules/codes by staff/parent/child	H	<p>Professional conduct policy</p> <p>Supervision arrangements</p> <p>Code of behaviour</p>	L

39.	Flight Risk of young pupils	Potential for child to access external building or road	H	Keypad installed in R1&2 connected to fire system in event of fire	L
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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 (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.