

St. Cecilia's School, Cregg, Sligo.  
Telephone: 071 9177907  
Fax: 071 9177011  
E-mail: stceccilias@stcecciliasschool.ie  
Website: www.stcecciliasschool.ie  
Roll Number: 19206B



## Child Safeguarding Statement and Risk Assessment

### Child Safeguarding Statement

St. Cecilia's School is a special school providing primary education to pupils from 4-18 years.

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 St. Cecilia's 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 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Éilís Dillon
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ben Lewis
- 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

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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 schools 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.

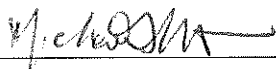
- 6 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department 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 this statement refers.

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This Child Safeguarding Statement was adopted by the Board of Management on 7<sup>th</sup> December 2021.

This Child Safeguarding Statement was reviewed by the Board of Management on 7<sup>th</sup> December 2021.

Signed: 

Chairperson of Board of Management

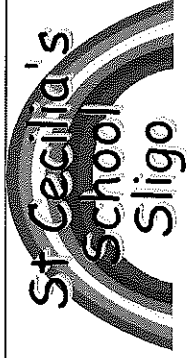
Date: 28<sup>th</sup> January 2022

Signed: 

Principal/Secretary to the Board of Management

Date: 28.01.2022

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### Child Safeguarding Risk Assessment

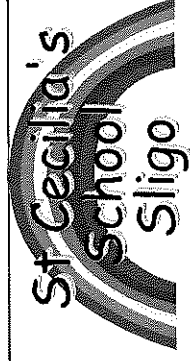
#### Written Assessment of Risk of St. Cecilia's School

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 2017*, the following is the Written Risk Assessment of St. Cecilia's School.

## Child Safeguarding Risk Assessment St. Cecilia's School

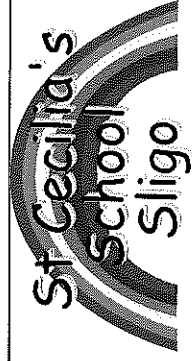
List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Training of school personnel in Child Protection matters	High	Risk of harm not being recognised or reported promptly by school personnel.	Child Safeguarding Statement & DES procedures made available to all staff  DLP& DDLP have attended PDST face to face training All Staff have viewed Tusla training module & any other online training offered by PDST and certificate filed. All new staff must produce certificate.  September 2021 was Child Protection Review month and each staff member reviewed the Tusla training module and the school safeguarding policy and risk assessment.
One to one teaching One adult (teacher) with one/more than one student	Med	Risk of harm by school personnel	School has policy in place for one to one teaching Open doors Glass in window – vision panel Lone workers policy Open communication

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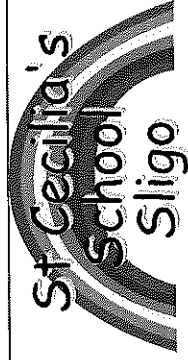
				Class timetable Mobile phone policy
Care of Children with special needs, including intimate care needs	High	Risk of harm by school personnel		Policy on intimate care
Toilet areas	High	Risk of harm due to inadequate supervision of students Risk of other students being party to inappropriate behaviour		Usage and supervision policy Intimate care policy Glass in windows Toilets available in the classroom
<b>List of School Activities</b>		<b>The School has identified the following Risk of Harm</b>		<b>The School has the following Procedures in place to address risk identified in this assessment</b>
Curricular Provision in respect of SPHE, RSE, Stay safe.	Med	Risk of harm to students by non-teaching of same		School implements SPHE, RSE, Stay Safe to the best of the ability of the students. Record of teacher planning and reflection
Daily arrival and dismissal of pupils	Med	Risk of harm to students by another student or a member of staff of another organisation		Arrival and dismissal supervised by Teachers and SNAs. Students collected off and returned to the bus by school staff.
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	High	Risk of harm to students by school personnel		Training in Studio 111 Restraint Policy Health & Safety Policy Code of Behaviour IBP for individual students (Studio 3 approach) Incident forms – reviewed, monitored, kept on file Class meetings Open discussion (respecting confidentiality)

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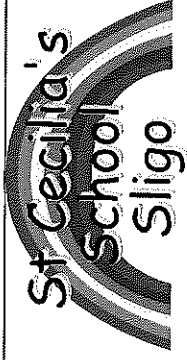
			Notices on doors (re absconding etc.,)
Sports Coaches/Visiting teachers/Visiting professionals e.g. music therapist, music generation.	Med	Risk of harm to students by volunteer or visitor to the school	Policy & Procedures in place i.e. – always under school staff supervision Garda Vetted Child safeguarding statement Health and Safety Policy Induction (Child Protection)
<b>List of School Activities</b>		<b>The School has identified the following Risk of Harm</b>	<b>The School has the following Procedures in place to address risk identified in this assessment</b>
Students participating in work experience	Low	Risk of harm to student by visitor to school	Work experience Policy Under staff supervision Child Safeguarding Statement. Garda Vetting Health and Safety Policy Induction Process (IBP, Care Plans, IEPs, Confidentiality etc) Reporting procedures to DLP
Recreation breaks for pupils	High	Risk of harm to students by a member of school personnel	Timetabled Supervision Child Safeguarding statement
Classroom teaching	Med	Risk of harm to students by a member of school personnel	Code of conduct Teaching Council

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Online teaching and learning remotely	Med	Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link; students being left unsupervised for long periods of time in break out rooms	Remote learning policy
Outdoor teaching activities	High	Risk of harm to students due to inadequate supervision	Deny permission to public for photographs etc. Consent from parents Code of professional conduct
Sporting Activities including swimming	High	Risk of harm to students by a member of school personnel, a member of staff of another organisation or other person while student participating in sporting activities	Staffing levels Supervision Intimate care policy Outings Policy Child safeguarding statement Medication Policy (possible neglect)
Saturday Club	High	Risk of harm not recognised or reported promptly	Statement of Strategy Garda Vetting Separate policies and procedures Under St. Cecilia's Health and Safety Policy
<b>List of School Activities</b>		<b>The School has identified the following Risk of Harm</b>	<b>The School has the following Procedures in place to address risk identified in this assessment</b>
School outings	High	Risk of harm to students by a member of school personnel, a member of public, a member of staff of other organisation	Supervision Adequate staffing Code of conduct Medication policy Outings Policy Intimate care policy

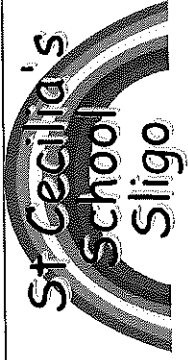
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			Health and Safety statement Studio 3 Policy Staff Identification Lanyards IBPs High viz jackets
School trips involving overnight stay	High	Risk of harm to students from school personnel, or a member of staff of other organisation or other person on site not recognised or reported promptly	Supervision Adequate staffing Code of conduct Medication policy Outings Policy Intimate care policy
Use of toilet/changing/shower areas in school	High	Risk of harm to students	Intimate Care Policy Health and Safety policy Supervision Adequate staffing
Annual Sports Day	High	Risk of harm to students	Adequate staffing Adequate supervision Absconding policy
Fundraising events involving pupils	High	Risk of harm to students	Adequate staffing Adequate supervision Absconding policy
<b>List of School Activities</b>		<b>The School has identified the following Risk of Harm</b>	<b>The School has the following Procedures in place to address risk identified in this assessment</b>
Use of off-site facilities for school activities	High	Risk of harm to students by school personnel or a member of staff of other organisation or other person while child participating in out of school activities	Risk assessment Supervision
School transport arrangements including use of bus escorts	High	Risk of harm to students	Garda Vetting Co-operation with the driver School transport policy

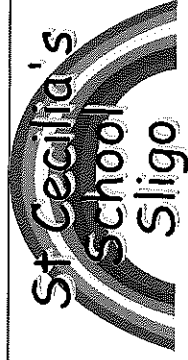


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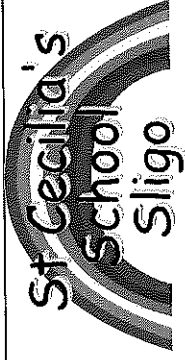
				Bus escort policy Annual training Meetings Record keeping Intimate Care Policy and Procedures
Care of any vulnerable adult students, including intimate care where needed	Med	Risk of harm to students by a member of school personnel		Supervision
<b>Management of provision of food and drink</b>	Med	Risk of harm to students by a member of the public		Medication Policy Buccal Midazolam training Epilepsy Policy
Administration of Medicine Administration of First Aid	High	Risk of harm not recognised or reported promptly		Code of Behaviour Anti-bullying policy Class Discussions Discussions with parents
Prevention and dealing with bullying amongst students	Med	Risk of harm due to bullying of student		<b>The School has the following Procedures in place to address risk identified in this assessment</b>
<b>List of School Activities</b>		<b>The School has identified the following Risk of Harm</b>		Anti-Bullying policy Code of conduct Mission Statement Working with the MDT Working with Túsla
Care of students with specific vulnerabilities/needs such as	Low	Risk of harm to student not recognised properly or promptly reported		
<ul style="list-style-type: none"> <li>• Pupils from ethnic minorities/migrants</li> <li>• Members of the Traveller community</li> <li>• Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>• Pupils perceived to be LGBT</li> <li>• Pupils of minority religious faiths</li> <li>• Children in care</li> </ul>				

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<ul style="list-style-type: none"> <li>• Children on Child Protection Notification System (Túsia organised – children at risk of harm from one or both parents).</li> </ul>	Med	Risk of harm not being recognised or properly or promptly reported	Child Safeguarding Statement & DES procedures made available to all staff Staff to view Túsia training module & any other online training offered by PDST Vetting Procedures Policy of Parents / Volunteers Policy on Visiting Contractors Visitors/contractors are accompanied by school staff
<ul style="list-style-type: none"> <li>• Teachers</li> <li>• SNAS</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> <li>• External Tutors/Guest Speakers</li> <li>• Volunteers/Parents in school activities</li> <li>• Visitors/contractors present in school during school hours</li> <li>• Visitors/contractors present during after school activities</li> </ul>	Med	Risk of harm not being recognised or properly or promptly reported	Policy on use of school by external agencies Garda Vetting
<p>Use of school premises by other organisation during school day</p>	Med	Risk of harm to student not recognised or reported	Policy on use of school by external agencies Garda Vetting
<p><b>List of School Activities</b></p>		<p><b>The School has identified the following Risk of Harm</b></p>	<p><b>The School has the following Procedures in place to address risk identified in this assessment</b></p>
<p><b>Participation by students in religious ceremonies/religious instruction external to the school</b></p> <p>Use of Information and Communication Technology by students in school <b>including social media</b></p>	Med	<p>Risk of harm to student not recognised or reported</p> <p>Risk of harm to student inappropriately accessing/using computers, social media, phones and other devices while at school</p>	<p>Involvement of parents Supervision by parents</p> <p>ICT policy Anti-Bullying Policy Code of Behaviour General Data Protection Policy Acceptable Use Policy</p>

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Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Med	Risk of harm not being reported properly and promptly by school personnel	Code of Behaviour Discussion with parents
Students participating in work experience in the school	Med	Risk of harm to student by volunteer or visitor to the school	Under guidance of the class teacher
Student teachers undertaking training placement in school	Med	Risk of harm to student by volunteer or visitor to the school	Under guidance of the class teacher
Use of video/photography/other media to record school events	High	Risk of harm to student by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner	ICT/Acceptable use policy/Data Protection policy
After school use of school premises by other organisations	Med	Risk of harm to student not recognised or properly or promptly reported	Policy on use of school by external agencies

**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.

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This risk assessment has been thoroughly reviewed in May 2021 by all staff. In September 2021 the principal highlighted Child Safeguarding and Risk Assessment with all staff.

It was updated by the principal in December 2021 and ratified by the Board of Management on the 7<sup>th</sup> December 2021.

Signed *Michaela Moran*

Chairperson, Board of Management

Date 28<sup>th</sup> January 2022

Signed *Eileen Dillon*

Principal/Secretary to the Board of Management

Date 28.01.2022