

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Kilroe 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 Post-Primary Schools 2017*, the following is the Written Risk Assessment of Kilroe N.S.

<p><b>School activities:</b></p>	<p><b>The school has identified the following risk of harm in respect of its activities:</b></p>	<p><b>The school has the following procedures in place to address the risks of harm identified in this assessment:</b></p>
<p>Daily arrival and dismissal of pupils.</p>	<ul style="list-style-type: none"> <li>• Risk of harm due to inadequate supervision of children in school.</li> <li>• Risk of harm due to bullying of child.</li> <li>• Risk of child being harmed in the school by a member of school personnel.</li> </ul>	<ul style="list-style-type: none"> <li>• All school personnel are provided with a copy of the school's <i>Child Safeguarding Statement</i>.</li> <li>• The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel.</li> <li>• 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>.</li> <li>• The school has a yard/playground supervision policy to ensure appropriate supervision of children during assembly, dismissal.</li> <li>• Parents reminded of the school's opening and closing times.</li> <li>• All school doors have glass panels.</li> <li>• No member of staff left on their own in the school with a child in the evening.</li> </ul>

		<ul style="list-style-type: none"> <li>• The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>.</li> <li>• The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, and changing room.</li> <li>• The school has in place a policy and procedures for the administration of First Aid.</li> <li>• All First Aid takes place in rooms with open doors and that are visible through glass.</li> <li>• Children are not on their own while receiving First Aid.</li> <li>• The school has in place a code of behaviour for pupils.</li> </ul>
<p>Recreation breaks for pupils</p>	<ul style="list-style-type: none"> <li>• Risk of harm due to inadequate supervision of children in school.</li> <li>• Risk of harm due to bullying of child.</li> <li>• Risk of harm to children with SEN who have particular vulnerabilities.</li> <li>• Risk of harm due to inadequate code of behaviour.</li> <li>• Risk of harm when First Aid is being administered.</li> </ul>	
<p>Classroom teaching</p>	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by a member of school personnel.</li> <li>• Risk of child being harmed in the school by another child.</li> <li>• Risk of child being harmed in the school by</li> </ul>	<ul style="list-style-type: none"> <li>• The school has a Health and safety policy.</li> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</li> </ul>

	volunteer or visitor to the school.	<ul style="list-style-type: none"> <li>• The school adheres to the Teaching Council's code of conduct for school personnel (teaching and non-teaching staff).</li> <li>• Class teachers adequately supervise their classes.</li> <li>• Class teachers are present while volunteers and visitors are present.</li> </ul>
One-to-one teaching	<ul style="list-style-type: none"> <li>• Risk of harm due to inappropriate relationship/communications between child and another child or adult.</li> <li>• Risk of child being harmed in the school by a member of school personnel.</li> <li>• Risk of harm due to inadequate supervision of children in school.</li> </ul>	<ul style="list-style-type: none"> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</li> <li>• The school has in place a policy and clear procedures for one-to-one teaching activities.</li> <li>• All school doors have glass panels.</li> </ul>
Outdoor teaching activities	<ul style="list-style-type: none"> <li>• Risk of harm due to bullying of child.</li> <li>• Risk of harm due to inadequate supervision of children in school.</li> </ul>	<ul style="list-style-type: none"> <li>• 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>.</li> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</li> <li>• Class teachers adequately supervise their classes.</li> <li>• Children complete outdoor activities in</li> </ul>



<p>Care of pupils with specific vulnerabilities/ needs, such as a wheelchair user and ASD.</p>	<ul style="list-style-type: none"> <li>• Risk of harm to children with SEN who have particular vulnerabilities.</li> <li>• Risk of harm to child while a child is receiving intimate care.</li> </ul>	<ul style="list-style-type: none"> <li>• All school personnel are provided with a copy of the school's <i>Child Safeguarding Statement</i>.</li> <li>• The school has an intimate care policy/plan in respect of students who require such care.</li> <li>• The school has in place a policy and procedures for the administration of medication to pupils.</li> <li>• The school has a Special Educational Needs policy.</li> </ul>
<p>Training of school personnel in child protection matters</p>	<ul style="list-style-type: none"> <li>• Training not undertaken.</li> <li>• Inadequate adherence to the Child Protection Guidelines, 2017, and Children First, 2015.</li> <li>• Risk of harm not being recognised by school personnel.</li> <li>• Risk of harm not being reported properly and promptly by school personnel.</li> </ul>	<ul style="list-style-type: none"> <li>• The school – <ul style="list-style-type: none"> <li>○ Has provided each member of school staff with a copy of the school's Child Safeguarding Statement.</li> <li>○ Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement.</li> <li>○ Encourages staff to avail of relevant training.</li> <li>○ Encourages board of management members to avail of relevant training.</li> <li>○ Maintains records of all staff and board member training.</li> </ul> </li> </ul>
		<p>pairs and groups.</p>

<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> <li>- Teachers/SNA's</li> <li>- Caretaker/Secretary/Cleaners</li> <li>- Sports coaches</li> <li>- External</li> <li>- 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>	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by volunteer or visitor to the school.</li> <li>• Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons.</li> <li>• Risk of harm due to inadequate supervision of children in school.</li> <li>• Risk of harm due to inappropriate relationship/communications between child and another child or adult.</li> <li>• Risk of harm in a coaching situation.</li> </ul>	<ul style="list-style-type: none"> <li>• The school has a Health and safety policy.</li> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</li> <li>• The school adheres to the Teaching Council's code of conduct for school personnel (teaching and non-teaching staff).</li> <li>• The school complies with the agreed disciplinary procedures for teaching staff.</li> <li>• Class teachers are present while volunteers and visitors are present.</li> </ul>
<p>Curricular provision in respect of SPHE, RSE, Stay Safe.</p>	<ul style="list-style-type: none"> <li>• Children would not be aware of what is appropriate or inappropriate.</li> <li>• Children may not have skills required to deal with difficult situations.</li> <li>• Children may bully each other.</li> <li>• Risk of harm not being recognised by school personnel.</li> </ul>	<ul style="list-style-type: none"> <li>• The school implements in full the Stay Safe Programme.</li> <li>• The school implements in full the SPHE curriculum.</li> <li>• The school has an up to date Anti Bullying Policy, including preventative strategies to encourage friendship.</li> </ul>
<p>Management of challenging behaviour amongst pupils, including appropriate use of</p>	<ul style="list-style-type: none"> <li>• Child could be harmed by an adult.</li> <li>• Child could harm other children.</li> <li>• Risk of harm not being recognised by school</li> </ul>	<ul style="list-style-type: none"> <li>• Staff will be trained in this area.</li> <li>• Permission sought from parent/guardian to restrain if pupil is a danger to themselves</li> </ul>



restraint where required.	personnel.	<ul style="list-style-type: none"> <li>• or others.</li> <li>• Will only be utilised if absolutely necessary.</li> </ul>
Sporting Activities/School outings/ Use of off-site facilities for school activities / Participation by pupils in religious ceremonies and associated practices.	<ul style="list-style-type: none"> <li>• Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons.</li> <li>• Risk of harm due to inadequate supervision of children while attending out of school activities.</li> <li>• Risk of harm due to inappropriate relationship/communications between child and another child or adult.</li> <li>• Risk of harm to children with SEN who have particular vulnerabilities.</li> </ul>	<ul style="list-style-type: none"> <li>• The school has a policy and clear procedures in respect of school outings.</li> <li>• The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</li> <li>• Parents informed of all trips outside of school, and provide written permission.</li> <li>• Two adults are always present on school trips and outings.</li> </ul>
Use of toilet in school.	<ul style="list-style-type: none"> <li>• Risk of child being harmed by a member of school personnel or other child.</li> </ul>	<ul style="list-style-type: none"> <li>• Toilets are in classrooms.</li> <li>• Children have a private cubicle.</li> <li>• Teachers ensure there is only one pupil in the toilets at any one time.</li> </ul>
Use of Information and Communication Technology by pupils/staff in school.	<ul style="list-style-type: none"> <li>• Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school.</li> <li>• Risk of cyber bullying.</li> <li>• Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner</li> <li>• Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</li> </ul>	<ul style="list-style-type: none"> <li>• School utilises NCTE web-blocking software.</li> <li>• The school has in place an ICT / Acceptable Usage Policy in respect of usage of ICT by pupils.</li> <li>• The school has in place a mobile phone policy in respect of usage of mobile phones by pupils.</li> <li>• The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>.</li> <li>• The school implements the Stay Safe Programme and SPHE Curriculum, including lessons on cyber safety.</li> </ul>

		<ul style="list-style-type: none"> <li>• Any phone brought to school by a pupil should be left in the office until the end of the day.</li> </ul>
<p>Students participating in work experience in the school/ Student teachers undertaking training placement in school</p>	<ul style="list-style-type: none"> <li>• Risk of harm caused by student/ student teacher.</li> <li>• Child could be harmed by an adult.</li> <li>• Child could harm other children.</li> </ul>	<ul style="list-style-type: none"> <li>• All students/student teachers participating in work experience will be garda vetted.</li> <li>• Class teachers present when student teacher/ work placement student is in room.</li> <li>• All students/student teachers participating in work experience will given copies of the school's child protection statement and procedures.</li> </ul>
<p>Use of video/photography/other media to record school events.</p>	<ul style="list-style-type: none"> <li>• Risk of children's images used for purposes other than the intended purpose.</li> </ul>	<ul style="list-style-type: none"> <li>• No pupils will be photographed/ videoed on their own.</li> <li>• No names used on pictures put on website or published in newspapers.</li> </ul>

**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 27/02/2018. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed  Date 27/2/2018

Chairperson, Board of Management

Signed  Date 27/2/2018

Principal/Secretary to the Board of Management