



Mandatory Template 1: Child Safeguarding Risk Assessment

Written Assessment of Risk of St. Tola's N.S.

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 St. Tola's N.S.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Daily arrival and dismissal of pupils	Risk from unknown adults accessing the building Risk of bullying among pupils	Arrival and dismissal policy in place All pupils enter the hall in the morning which is supervised from 8.40a.m. Infant pupils collected from the door of their classrooms by parents/guardians at hometime Pupils from 1 st -6 th classes leave by nearest exit to their classrooms Procedure in place if pupils not collected on time at 2.40p.m.
Recreation breaks for pupils	Risk of bullying by other pupils	Supervision Policy in place including specific areas such as toilets The school has an Anti-Bullying policy which fully adheres to the requirements of the Department's Anti-



		<p>Bullying Procedures for Primary and Post Primary Schools</p> <p>The school has a Code of Behaviour The school has a policy and procedures for the administration of First Aid</p>
Classroom teaching	<p>Harm by school personnel Harm not recognised or reported promptly</p>	<p>Child Safeguarding Statement and a copy of DES Child Protection Procedures given to every member of staff 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</p>
One-to-one teaching	<p>Harm by school personnel</p>	<p>St. Tola's is developing a policy for one to one teaching as part of the Special Education Policy Glass has been installed in all doors of Special Education Rooms</p>
Outdoor teaching activities	<p>Harm by school personnel Harm by unknown adults accessing pupils</p>	<p>Teaching staff inform the principal if leaving the school environs for outdoor teaching activities Depending on the age and number of pupils a second staff member may accompany the class if required</p>
Sporting activities	<p>Harm by school personnel Harm by sporting coaches Risk of bullying by other pupils</p>	<p>Child Safeguarding Statement and a copy of DES Child Protection Procedures given to every member of staff All sporting coaches invited into the school are Garda Vetted Anti-bullying policy in place</p>



School Outings	Risk of harm due to inadequate supervision of pupils while on school trips	The school has a School Outings Policy and clear procedures in place for school outings
Use of toilet areas in school	Risk of harm to pupils	There is one male and one female toilet in every classroom and can be clearly seen by the class teacher The Supervision Policy includes clear procedures on accessing the toilet at break time from the yard
Annual Sports Day	Risk of harm to pupils due to large numbers of family members attending on the day	Class teacher remains with their class for all activities during the day. Pupils must stay with their class also.
Care of pupils with Special Educational Needs including intimate care where needed	Risk of harm to a child while receiving intimate care	The school has a policy on Intimate Care for those pupils who require such care
Management of Challenging Behaviour	Risk of harm not being recognised by school personnel Risk of child being harmed by another child	Staff refer to Code of Behaviour
Administration of Medicine Administration of First Aid	Risk of harm to pupil	Policy on Administration of Medicine Policy on First Aid
Curricular provision in respect of SPHE, RSE, Stay Safe	Non-teaching of same	St. Tola's implements SPHE, RSE and Stay Safe in full
Prevention and dealing with bullying amongst pupils	Risk of harm to pupil	St. Tola's has an Anti-Bullying policy which fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and PostPrimary schools SPHE lessons explicitly taught around dealing with



		bullying
Training of school personnel in child protection matters	Harm not recognised or reported promptly	Child Safeguarding Statement and a copy of DES procedures made available to all staff All staff have viewed and signed off on online training provided by TUSLA and PDST DLP and Deputy DLP have attended face to face training provided by PDST BOM maintains record of staff training
Use of external personnel to support sports or other extra-curricular activities	Risk of harm to pupil	Class teacher remains with class when coaching session is on if taking place during the school day All sports coaches or other external personnel must be Garda vetted
Care of pupils with specific vulnerabilities/needs such as Pupils from ethnic minorities/migrants Members of the Travelling Community Lesbian, gay, bisexual or transgender (LGBT) children Pupils perceived to be LGBT Pupils of minority religious faiths Children in care Children on CPNS	Risk of harm to pupils through bullying	The school has an Anti-Bullying policy which fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and PostPrimary schools Staff can also refer to the schools' Code of Behaviour
Recruitment of school personnel including Teachers/SNAs Caretaker/Secretary/Cleaner Sports Coaches External tutors/Guest speakers Visitors/Contractors present in school during school hours	Harm not recognised or reported promptly	Child Safeguarding Statement and DES procedures made available to all staff All staff have undergone Garda vetting Sports Coaches have all been vetted via their sporting body Visitors/guest speakers/sports coaches are accompanied by class teacher



Visitors/contractors present during after school activities		Contractors in school during schooltime are kept to a minimum All visitors/contractors must sign in at the office and are accompanied to where they need to go
Participation by pupils in religious ceremonies/instruction external to the school	Risk of harm to pupils	All religious ceremonies that take place during the school day e.g. Opening Mass for the start of the school year pupils attend with their class group and accompanied by their class teacher and other members of staff as required Faith Friends is organised for 6 th class pupils and this takes place in groups with the leaders coming from the parish community. All leaders are Garda vetted by the parish.
Use of Communication and Information technology by pupils in school	Risk of harm due to pupils inappropriately accessing/using computers, social media, phone and other devices in school	Internet Acceptable Use policy in place Mobile Phone and Electronic Game policy
Students participating in work experience in the school	Risk of Harm to pupils	Work Experience Policy in place
Student teachers undertaking placement in St. Tola's N.S.	Risk of harm Harm not recognised or reported promptly	Work experience policy in place Class teacher remains with class when student teachers are teaching
Use of video/photography/other media to record school events	Harm to pupils from inappropriate use of photographs/video taken at school	All parents asked to give permission to take photographs on enrolment forms and for specific events



		<p>Photos/video taken for school website do not identify individual pupils</p> <p>Parents/guardians allowed to take photos at school events for family use but asked not to upload to social media</p>
Fundraising events involving pupils	Risk of harm to pupils	All fundraising events involving pupils are fully supervised by school staff
Use of the building by outside groups during the school day	Harm to children attending these groups	<p>Little Acorns Pre-School use a room during the school day. There is separate and controlled access to the pre-school.</p> <p>Little Acorns have their own policies and procedures in place including Garda Vetting for all staff</p>
Use of the building and outside groups outside school hours	Risk of harm to children attending these groups	All groups who use the building and offer services to children or vulnerable adults have Garda vetting and policies and procedures in place re Child Protection

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 12th March 2019. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.



St. Tola's N.S., Tullyglass, Shannon, Co. Clare • Scoil Tóla Naofa, Sionna, Contae An Chláir

Signed _____ PJ

Burke Date 12th March 2019
Chairperson, Board of Management

Signed Mary Dunlea Fitzgerald Date 12th March 2019
Principal/Secretary to the Board of Management



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