



# Drimnagh Castle

Primary School

## Child Safeguarding Statement and Risk Assessment

### Child Safeguarding Statement

Drimnagh Castle Primary School is a primary school providing primary education to pupils from Second Class to Sixth Class.

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 Drimnagh Castle Primary 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 Mr. Bennet Kirwan.
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Mr. Shane Briody.
- 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/guardians and encourage parental/guardian involvement in the education of their children
- 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 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 school's 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.
- 6 This statement has been published on the school's website and has been provided to all members of school personnel, the parents/guardians 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.

This Child Safeguarding Statement was first adopted by the Board of Management in November 2017.

The Statement was reviewed annually by the Board of Management and on other occasions when deemed necessary. It was most recently reviewed on the 26<sup>th</sup> of April 2022.

Signed: Jan Casey  
Chairperson of Board of Management

Signed: Bennet Kirwan  
Principal/Secretary to the Board of Management

Date: 25/4/23

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## Child Safeguarding Risk Assessment

Written Assessment of Risk of Drimnagh Castle Primary 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 Drimnagh Castle.

<b>List of School Activities</b>	<b>The school has identified the following risk of harm in respect of its activities–</b>	<b>The school has the following procedures in place to address the risks of harm identified in this assessment -</b>
Daily arrival and dismissal of pupils	Harm from older pupils, unknown adults on the playground	Arrival and dismissal supervised by Teachers and SNAs. Pupils accompanied to exit.
Recreation breaks for pupils	Harm by student Bullying	Code of behaviour Supervision
Care of Children intimate care needs	Harm by school personnel	Policy on Intimate Care
Training of school personnel in Child Protection matters	Staff not seeking help Child Safeguarding Statement & DES procedures not made available to all staff Harm not recognised or reported promptly	DLP& DDLP attended Child Protection training All Staff to view Tusla training module & any other online training offered by PDST BOM records all records of staff and board training
Care of Children with special needs and with specific vulnerabilities/ needs such as:	Harm by fellow pupil (bullying)	Usage of anti-bullying policy and supervision Code of Behaviour  Engage Tusla

<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> <li>• Children on CPNS</li> </ul>	<p>Parents/Guardians refusing to engage with services for their child (Neglect)</p> <p>Pupils who are a danger to themselves and others</p> <p>Bullying</p>	<p>Challenging pupils are always supervised</p> <p>Incidents are properly documented</p> <p>Anti-Bullying Policy</p> <p>Code of Behaviour</p>
<p>Curricular Provision in respect of SPHE, RSE, Stay safe.</p>	<p>Non-teaching of same</p> <p>Pupils showing signs of distress during Lessons</p> <p>Children introduce non age-appropriate language and terminology</p>	<p>School implements SPHE, RSE, Stay Safe in full</p> <p>Consistency in regard to teaching of Stay Safe</p> <p>Withdraw pupil and place in a secure classroom setting elsewhere, inform parents/guardians</p> <p>Intervention by facilitator, insistence on appropriate language</p>
<p>One to one teaching</p>	<p>Harm by school personnel</p>	<p>School has policy in place for one to one teaching</p> <p>Open doors</p> <p>Glass in window</p> <p>Pupil accompanied back to their room</p>
<p>Late arrival</p>	<p>Pupil left unsupervised outside the school</p>	<p>Pupil arrives through reception and is signed into the late book by an adult</p>

Early Pick up	Undesignated person picking up Pupil	Dismissal through reception. Pupil signed out
Late Pick up	Pupils left on yard unsupervised	Teachers send all pupils remaining on yard after pick up time to supervised reception area
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	Injury to pupils and staff	Health & Safety Policy Code Of Behaviour
Sports Coaches	Harm to pupils	Policy & Procedures in place Teacher stays with pupils during activities All coaches Garda vetted
Students participating in work experience	Harm by student	Work experience Policy Child Safeguarding Statement.
Toilet/changing/shower areas	Inappropriate behaviour	Appropriate Usage Code of Behaviour Policy on intimate care
Classroom teaching	Harm by Staff  Inappropriate use of IT  Pupils unsupervised	Garda Vetting Vigilance on behalf of Management SNA leaves door open if teacher has to leave classroom  Acceptable usage policy PDST Content filtering  Ensure adult supervision at all times

One to one counselling	Disclosures not followed up on  Staff asking leading questions	All Staff to view Tusla training module & any other online training offered by PDST  Training of staff on child protection matters
Outdoor teaching/ Sporting Activities	Harm to student e.g. Gardening tools, science equipment, allergies.	Supervision Code of Behaviour Student allergy board
School outings	Harm by outside agents e.g. bus operators, organisers members of the public  Harm by staff	School Tour policy Request safety statement from tour company Staff to pupil ratio reduced to 1:10 for supervision 1:1 supervision of pupils with challenging behaviour SNA accompanies pupils with SNA access Supervision
School trips involving overnight stay	Harm by outside agents e.g. bus operators, organisers members of the public  Harm by staff  Insufficient Supervision	School tour policy Request safety statement from tour company Staff to pupil ratio reduced to 1:10 for supervision 1:1 supervision of pupils with challenging behaviour SNA accompanies pupils with SNA access Supervision Tour not taken
School trips involving foreign travel	(see above)	(see above)
Homework club	Dismissal of pupils	See late pick up



	Harm by Staff	See Classroom Teaching
Annual Sports Day	Harm by Volunteers	Garda Vetting
	Harm by Visitors	Visitors allocated separate area
Off-site Sports Activities	Harm by Volunteers	Volunteers Drive their own children and teammates Seek advice from insurance company Garda Vetting Vigilance on behalf of Management Adequate supervision
	Harm by Staff	
	Harm by members of the public	
Fundraising events involving pupils	Harm by Volunteers	Garda Vetting
	Harm by Visitors	Adequate supervision No removal of pupils from School
	Off-site fundraising	Information supplied to parents/guardians regarding supervision of children during fundraising
Use of off-site facilities for school activities	Harm by outside agents	Seek safety statement and Garda vetting compliance from facility
	Harm by members of the public	Adequate supervision
School transport arrangements including use of bus escorts	Harm by outside agents	Seek safety statement and Garda vetting compliance from bus company

Administration of Medicine	Harm caused by misuse of Medicine	Consent/storage/correct dosage as per policy. Procedure for when medicine is not sent in or out of date All staff are informed of children with medical need Information accessible to all staff
Administration of First Aid	Harm by misapplication of first aid	Administrators are adequately trained Designated person in charge of first aid who ensures equipment is kept up to date. Suspicious injuries sketched if possible and recorded All injuries recorded Head injuries ring home
Prevention and dealing with bullying amongst pupils	Bullying	Bullying survey at regular intervals Anti-bullying policy followed and adhered to.
Use of external personnel to supplement curriculum	Harm to pupils Not accompanied by Staff Unaware of child protection policy/ other school policy Unaware of pupils need <ul style="list-style-type: none"> <li>• Behavioural</li> <li>• Emotional</li> <li>• Medical</li> </ul> etc...	Policy & Procedures in place Teacher stays with pupils during activities All Personnel Garda vetted

<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> <li>• Teachers</li> <li>• SNAs</li> <li>• Caretaker/Secretary/Cleaners</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>	<p>Harm not recognised or properly or promptly reported</p> <p>Harm by staff</p> <p>Harm by Volunteers/Visitor etc.</p>	<p>Garda vetting for personnel working or volunteering in the school</p> <p>References required and checked</p> <p>Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>Staff to view Tusla training module &amp; any other online training offered by PDST</p> <p>Policy of Parents / Volunteers</p> <p>Policy on Visiting Contractors</p> <p>Open door policy/glass panel in door</p> <p>Teaching council number</p>
<p>Use of Information and Communication Technology by pupils in school</p>	<p>Cyber Bullying</p>	<p>ICT policy/acceptable usage policy</p> <p>Anti-Bullying Policy</p> <p>Code of Behaviour</p> <p>Clarity of teacher's role (onus on parents/guardians)</p>
<p>Application of sanctions under the school's Code of Behaviour, including detention of pupils, confiscation of phones etc.</p>	<p>Harm by Staff</p>	<p>Supervision</p> <p>Code of Behaviour</p>
<p>Students participating in work experience in the school</p>	<p>Harm by Volunteer</p>	<p>Adherence to relevant policy i.e. Work Experience policy</p>

<p>Student teachers undertaking training placement in school</p>	<p>Harm by Student</p>	<p>Adherence to relevant policy i.e. Student Placement policy</p> <p>Student made aware of SEN</p> <p>Teacher to remain in classroom</p> <p>Students given a copy of Child Safeguarding Statement and other relevant policies</p> <p>Period of induction on observation day Furnished with observation pack</p>
<p>Use of video/photography/other media to record school events</p>	<p>Violation of data protection</p> <p>Uncontrolled exposure to social media platforms</p>	<p>Acceptable Usage policy</p> <p>Permission sought from parents for use of data</p> <p>Images or other media not to be kept on private devices.</p>
<p>Online teaching and learning</p>	<p>Harm to Student</p> <p>Harm by Staff</p>	<p>School Policy on Online Learning</p>
<p>Church activities</p>	<p>Harm by personnel</p> <p>Harm by members of the public</p>	<p>Confessions heard in public area in school</p> <p>Children accompanied to toilet in church</p> <p>Supervision to and from church as well as in the church.</p>

**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*