



BREAFFY NATIONAL SCHOOL

Revised Child Protection Procedures for all Primary and Post Primary Schools 2017 arising out of the recent enactment of the Children First Act 2015.

The Department of Education and Tusla have provided training to all staff and BOM members on the new guidelines.

What are the implications of the new changes for schools?

Mandated Persons

All teachers are now 'mandated persons'. There are two areas of responsibility which will apply to mandated persons in a primary school:

- Where a mandated person knows, believes or has reasonable grounds to suspect, on the basis of information that he or she has received, acquired or becomes aware of that a child:
 - o has been harmed
 - o is being harmed
 - o is at risk of being harmedHe or she must report that knowledge, belief or suspicion, to the Child and Family Agency (Tusla) as soon as practicable.
- Where a child believes that he or she:
 - o has been harmed
 - o is being harmed
 - o is at risk of being harmedand discloses that belief to a mandated person, the mandated person must report that disclosure to Tusla as soon as practicable.



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Child Safeguarding Statement- March 28th 2018 and reviewed January 4th 2019, July 8th 2020 & October 2021.

The Board of Management of Breaffy NS has produced a Child Safeguarding Statement in line with the new mandatory recommendations.

Risk Assessment of potential harm to children- March 28th 2018 reviewed Jan 4th 2019

The BoM of Breaffy NS has produced a *Risk Assessment of all potential harm to children*, in conjunction with the *Child Safeguarding Statement*.

Child Protection Oversight Report – Implemented by Principal June 25th 2018.

A new child Protection Oversight Report is provided to the BoM as part of the Principal's Report at every meeting - to ensure oversight by the BoM of the school's compliance with child safeguarding requirements. The anonymised data is available at BOM meetings.

The following templates/ statements are required to be completed by our school under these new mandatory arrangements .

1. Child Safeguarding Risk Assessment Template (Section 1 below) Completed October 2021
2. Child Safeguarding Statement Template (Section 2 below) Completed October 2021
3. Checklist for Review of the Child Safeguarding Statement Completed October 2021
4. Notification regarding the Board of Management's review of the Child Safeguarding Statement. Completed October 2021



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Section 1. Safeguarding Risk Assessment

Written Assessment of Risk of Breaffy 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 Breaffy National School.

1. List of school activities:

1. Daily arrival and dismissal of pupils
2. Recreation breaks for pupils
3. Classroom teaching
4. One-to-one teaching
5. Outdoor teaching activities
6. Sporting activities
7. School outings
8. Use of toilet / changing areas in schools
9. Annual Sports Day
10. Use of off-site facilities for school activities
11. School transport arrangements including use of bus escorts
12. Care of children with special educational needs, including intimate care where needed.
13. Administration of medicine



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14. Curricular provision in respect of SPHE, RSE, Stay Safe
15. Prevention and dealing with bullying amongst pupils
16. Training of school personnel in child protection matters
17. Use of external personnel to supplement curriculum
18. Use of external personnel to support sports and other extra-curricular activities
19. Care of pupils with specific vulnerabilities/ needs such as:
 - Pupils from ethnic minorities / migrants
 - Members of the Traveller Community
 - Lesbian, gay, bisexual or transgender (LGBT) children
 - Pupils perceived to be LGBT
 - Pupils of minority religious faiths
 - Children in care
 - Children on CPNS
20. Recruitment of school personnel including -
 - Teachers / SNA
 - Caretaker / Secretary / Cleaners
 - External Tutors/ Guest Speakers
 - Volunteers / Parents in school activities
 - Visitors / Contractors present in school during school hours
21. Participation by pupils in religious ceremonies/ religious instruction external to the school.
22. Use of Information and Communication Technology by pupils in school
23. Students participating in work experience in the school
24. Student teachers undertaking training placement in school
25. Use of video/ photography / other media to record school events
26. Road crossing main road
27. Road crossing to church on school/church activities



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2. The school has identified the following risks of harm in respect of its activities

- Risk of harm not being recognised by school personnel (2,8,18,19)
- Risk of child being harmed in the school by a member of school personnel (4,13,14,20)
- Risk of child being harmed in the school by another child (1,2,6,7,9)
- Risk of child being harmed in the school by volunteer or visitor to the school (18,19,22.,24,25,26)
- 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 (3,4,5,18,19)
- Risk of harm due to bullying of child (2,6,7,8)
- Risk of harm due to inadequate supervision of children while attending out of School activities (11)
- Risk of harm due to inappropriate relationship/communications between child and another child or adult (18,19,23,26)
- Risk of harm due to children inappropriately accessing / using computers, social Media, phones and other devices while at school (23,26)
- Risk of harm to children with SEN who have particular vulnerabilities (4,13,20)
- Risk of harm to child while a child is receiving intimate care (13)
- Risk of harm due to inadequate code of behaviour (7,11)
- Risk of harm in one-to-one teaching, counselling, coaching situation (4,19)



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3. The school has the following procedures in place to address the risks of harm identified in this assessment:

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary & Post-Primary Schools 2017* are made available to all school personnel and all personnel are to be familiar with same.
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary School 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
- The school implements in full the Stay Safe Programme
- The school will review and implement in full the SPHE curriculum
- The school has an Anti-Bullying Policy which full adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*. All teachers are required to be familiar with policy and its implementation.
- The school will review yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets in conjunction with our Code of Behaviour Review and our duty of care.
- The school has a Health & Safety Policy and a Health & Safety Report has been commissioned by the Principal to prepare a report for the BOM and advise on actions required.
- The school adheres to the requirements of the Garda Vetting Legislation and relevant DES circulars in relation to recruitment and Garda Vetting
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs Policy ratified on February 13th 2018



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- The school has in place a policy and procedures for the administration of medication to pupils
- The school -
 - Has provided each member of school 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.
 - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a Code of Behaviour for pupils
- The school has in place an ICT / AUP policy in respect of usage of ICT by pupils
- 1:1 teaching will be phased out as far as possible but will always take place in an open door/open environment/ glass door environment.
- A new School Outings/ Field Trips Policy will be developed and implemented
- A new policy for external tutors/ coaches /volunteers/ student teachers / work experience personnel etc will be developed and implemented.
- A 1:1 Counselling Policy will be developed and implemented where necessary
- An Intimate Care Plan Policy will be developed and implemented where and when necessary.
- The Administration of Medicines, First Aid policies will be updated
- A Critical Incident Management Plan/Policy will be developed.



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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 2017*.

In undertaking this risk assessment, the BoM 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 was initially completed by the BoM on March 2018 and reviewed annually . This was reviewed as part of the school's annual review of its Child Safeguarding Statement in October 2021.

Signed: Tom Canavan Chairperson of BoM

Signed: Seoirse O Moráin Principal/Secretary to the BoM

March 28th 2018, January 4th 2019, July 8th 2020, and October 21.



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Section 2: Child Safeguarding Statement

Breaffy National School is a primary school providing primary education to pupils from Junior Infants 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 *Child Protection Procedures for Primary and Post Primary Schools 2017* and *Túsla Guidance on the preparation of Child Safeguarding Statements*, the Board of Management of Saint John's national 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: Mairead Murphy**
3. **The Deputy Designated Liaison Person (Deputy DLP) is: Sheila O Shea**
4. **Emergency Contact Details for Túsla Duty Social Worker: 094 49137
Gárdai : 094 9038200 / 094 9024699**

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



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- 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.

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 DES 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 DES and available on the DES 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:
 - o has provided each member of staff with a copy of the school's Child Safeguarding Statement
 - o ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
 - o encourages staff to avail of relevant training
 - o encourages BoM members to avail of relevant training
 - o The BoM maintains records of all staff and Board member training



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- 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 above named DLP as the 'relevant person' (as defined in the Children First Act 2015) to be the first point of contact in respect of the 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, the BoM 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 attached as an appendix to these procedures.
- The various procedures referred to in this statement can be accessed via the school's website, the DES website or will be made available on request by the school.

This statement will be published on the school's website and has been provided to all members of school personnel and the Parents' Association. It is readily accessible to parents and guardians on request. A copy of this statement will be made available to Tusla and the Department /Patron if requested.
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 new Child Safeguarding Statement was reviewed and adopted by the BOM on 28th March 2018 and in January 4th 2019 , July 2020 and October 21.

Signed: Tom Canavan

Chairperson of BoM

Signed: Seoirse O Morain

Principal/Secretary to the Board Of Management



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Review dates : 28/3/2018 & 4/1/2019, July 8th 2020 & October 2021

Child Safeguarding Risk Assessment (of any potential harm) A separate Health and Safety report was commissioned by the Principal in May 2018.

An action log of actions has been attached to our Child Protection Review Checklist dated 4th October 2021 .



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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 2017*. *Notwithstanding that the Principal has commissioned a Health and Safety Review to update our Health and Safety Policy and Statement.*

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 March 2021. It will be reviewed as part of the school's annual review of its Child Safeguarding Statement. This review took place on October 4th 2021.

Signed: Tom Canavan
Chairperson of BoM.

Signed Seoirse O Morain
Principal/Secretary to the BoM

Date 28th March 2018. Date 4 January 2019. Date: 8th July 2020 Date October 2021