



St. Joseph's Secondary School Child Safeguarding Statement March 2023

St. Joseph's Secondary School is a post-primary school providing post-primary education to pupils from Junior First Year to Leaving Certificate Year.

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 [insert school name] 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 **Ms. Peadar Ó Tuathail**
- 3 The **Deputy Designated Liaison Person (Deputy DLP)** is **Mrs. Aisling Mc Alpine**

Emergency Service		Name	Telephone Number
Tusla		Duty Social Worker	09449137
Garda Station		An Garda Síochána	094 9038200

- 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 cooperate 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 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 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 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.

This Child Safeguarding Statement was adopted by the Board of Management on March 9th 2023 .

This Child Safeguarding Statement was reviewed by the Board of Management on March 9th 2023 .

Signed: 
Chairperson of Board of Management
Date: : March 9th , 2023

Signed: 
Principal/Secretary to the Board of Management
Date: March 9th, 2023

Child Safeguarding Risk Assessment

Written Assessment of Risk of St. Joseph's Secondary 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 [name of school].

1. List of school activities

- Daily arrival and departure of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching/learning support
- One-to-one counselling
- Outdoor teaching activities
- Sporting Activities
- Supervision of after school study
- Preparation for school musical/show and performances
- School Open Evening
- Parent/Teacher Meetings
- Use of Isolation room in case of suspected COVID 19
- School outings
- Students participating in events external to the school
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Annual Celebration of Student Achievement
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including personal care needs where needed,
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Use of external personal to support sports and other extracurricular activities
- Use of substitute teachers
- Care of pupils with specific vulnerabilities/ needs such as:
 - o Pupils from ethnic minorities/migrants
 - o Members of the Traveller community
 - o Lesbian, gay, bisexual or transgender (LGBTQI) children
 - o Pupils perceived to be LGBTQI
 - o Pupils of minority religious faiths
 - o Children in care
 - o Children on CPNS (Child Protection Notification System)
 - o Students with symptoms of COVID 19
 - o Students who are close contacts or perceived close contacts of someone with COVID 19
 - o Students who are feeling ill with symptoms other than COVID 19
- Recruitment of school personnel including -

- o Teachers/SNA's
- o Caretaker/Secretary/Cleaners
- o Sports coaches
- o External Tutors/Guest Speakers
- o Cleaning staff

Engagement of the following

- o Volunteers/Parents in school activities
- o Visitors/contractors present in school during school hours
- o Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students participating in remote/online learning
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations.
- Use of school premises by other organisations during school day.
- Evening study

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

- Risk of harm not being recognised by school personnel.
- Risk of harm not being reported properly and promptly by school personnel.
- Risk of child being harmed in the school by a member of school personnel.
- Risk of a child being harmed in the school by another child.
- Risk of a child being harmed in the school by a volunteer or visitor to the school.
- 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.
- Risk of harm due to bullying of a child.
- Risk of harm due to inadequate supervision of children in school.
- Risk of harm due to inadequate supervision of children while attending out of school activities.
- Risk of harm due to inappropriate relationship/communications between child and another child or adult.
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school.
- Risk of harm to children with SEN who have particular vulnerabilities.
- Risk of harm to a child while a child is receiving care relating to personal needs.
- Risk of harm due to inadequate code of behaviour.
- Risk of harm in one-to-one teaching, counselling, coaching situations.
- Risk of harm caused by members of school personnel communicating with pupils in an appropriate manner via social media, texting, digital device or other manner.
- Risk of harm caused by members of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner.
- Risk of harm to a student in a remote teaching context
- Risk of harm to a student with COVID 19 or who comes in contact with COVID19.

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 and Post-Primary Schools 2017* are made available to all school personnel.
- The Child Protection Procedures for Primary and Post-Primary Schools 2017 and the Child Safeguarding Statement will be made available to all parents/guardians.
- 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*.
- The school implements in full the SPHE curriculum.
- The school implements in full the Wellbeing Programme at Junior Cycle.
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*.
- The school has a Health and Safety policy.
- 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.
 - 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 including substitute teachers.
 - 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 code of behaviour for pupils.
- The school has in place procedures for supervision of students.
- The school has in place an ICT policy in respect of usage of ICT by pupils.
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils.
- The school has in place a DRAFT Critical Incident Management Plan.
- The school has in place procedures for the use of external persons to supplement delivery of the curriculum.
- The school has in place procedures for the use of external sports coaches.
- The school has adopted the Code of Professional Conduct for Teachers 2016 (Teaching Council).
- The school has a Dignity in the Workplace policy.
- The school has an Acceptable Use Policy (ICT) for school personnel.
- The school has a policy in place for school tours and outings including overnight trips.
- The school has a remote Teaching & Learning Policy
- The school has a draft policy and clear procedures for one-to-one teaching activities/student engagement
- The school has a draft policy in respect of students undertaking work experience placements
- The school has developed procedures and an information guide for the administration of First Aid and medication

Areas for further improvement March :

- The BOM has discussed egress and ingress from the school and is exploring improving controlled access to the school thereby minimising any potential risk
- The BOM is also investigating access to the school by members of the public through the right of way
- The BOM will consider the necessity for a supervision policy for all school personnel
- The BOM will develop guidelines around after school supervised study and other such additional activities outside of normal school hours
- See Appendix at the end of Mandatory Template II for further identified areas for further improvement

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.