

**Presentation Secondary School Listowel**

**Child Safeguarding Statement**

**Adopted by the Board of Management**

**Signed:** **Mr. Shay Downes**

 Chairperson of the Board of Management

**Date 26th March 2018**

**Review Date­­­­­­­­­­­­­­­­­­­­ August 2018**

**Mission Statement:**

**Ours is a Presentation Secondary School, inspired by the vision of Nano Nagle, and in response to her we welcome and cherish girls irrespective of ability or background.**

**We aim to develop a vibrant community of Pupils, Staff, Parents, and Management, based on Gospel values such as justice, truth and honesty, in accordance with the ethos of the school and our agreed Code of Discipline and conduct.**

**We aim to assist in the development of the full potential of each girl in a pleasant and safe environment, where the dignity of each member of the School community is recognised, affirmed and valued.**

**We aim to awaken our girls to their true dignity and role as women in present day society. Inspired by these values we dedicate ourselves to the continual development of our Presentation School.**

**Child Safeguarding Risk Assessment**

**Written Assessment of Risk of Presentation Secondary School Listowel**

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 **Presentation Secondary School Listowel**

1. **List of school activities**

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| (insert list of school activities in this section)

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| Daily arrival and dismissal of pupils |
| Recreation breaks for pupils |
| Classroom teaching |
| One-to-one teaching |
| One-to-one counselling |
| Outdoor teaching activities1. Geography field trips
2. Biology field trips
3. Hiking/Walking
4. Tidy Towns
5. History Trips
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| Sporting Activities1. Gaelic Football
2. Soccer
3. Rugby
4. Basketball
5. Zumba
6. Athletics
7. Cross Country
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| School outings — all day trips1. Retreats
2. Outdoor Education trips
3. Trips to Plays, Art Galleries
4. Young Scientists / SciFest
5. Theatre Trips
6. Bowling
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| School trips involving overnight stay1. Training Camp
2. Young Scientist
3. School trips – Gaeltacht
4. Hosteling
5. History Trips
6. Biology Trips
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| Use of toilet/changing/shower areas in schools |
| 1. Annual Sport's Day
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| Fundraising events involving pupils |
| Use of off-site facilities for school activities1. Town Park
2. St John’s

3) University Laboratories4) Careers Exhibitions5) Sports’ Facilities |
| School transport arrangements including use of bus escorts (for student with special needs) |
| Care of children with special educational needs, including intimate care where needed |
| Administration of Medicine |
| Administration of First Aid  |
| HSE Vaccination |
| Curricular provision in respect of SPHE, RSE. |
| Wellbeing |
| 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 personnel to support sports and other extra-curricular activities |
| Care of pupils with specific vulnerabilities/ needs such as :Pupils from ethnic minorities/migrantsPupils from Traveller communityLesbian, Gay, Bisexual or Transgender (LGBT) studentsPupils of minority religious faithsChildren in careChildren on CPNS (Child Protection Notification SystemOther vulnerable students |
| Recruitment of school personnel including Teachers/SNA's/Caretaker/Secretary/Cleaners/Canteen, etc. |
| External Guest Speakers |
| Volunteers/Parents in school activities |
| Visitors/Contractors present in school during school hours |
| 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 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 |

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| Use of school premises by other organisation during school dayStudent Council ActivitiesParent Council Activities |
| After School Study, including weekends and holidays. (Distinguish between school versus privately organised) |

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

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| (insert risks of harm identified in this section)**Examples of Risk of Harm (List not exhaustive)** Risk of harm not being recognised by school personnelRisk of harm not being reported properly and promptly by school personnelRisk of child being harmed in the school by a member of school personnelRisk of child being harmed in the school by another childRisk of child being harmed in the school by volunteer or visitor to the schoolRisk 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 lessonsRisk of harm due to bullying of childRisk of harm due to inadequate supervision of children in schoolRisk of harm due to inadequate supervision of children while attending out of school activitiesRisk 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 schoolRisk of harm to children with SEN who have particular vulnerabilitiesRisk of harm to child while a child is receiving intimate careRisk of harm due to inadequate code of behaviourRisk of harm in one-to-one teaching, counselling, coaching situationRisk of harm caused by member of school personnel communicating with pupils in inappropriate manner via social media, texting, digital device or other mannerRisk of harm caused by member of school personnel accessing/circulating inappropriate materialvia social media, texting, digital device or other manner |

1. **The school has the following procedures in place to address the risks of harm identified in this assessment -**

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|  (insert the procedures in place to address risks of harm in this section)

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| Supervision, Code of Behaviour, Anti-Bullying, Social Media, Mobile Phones & Electronic devices. |
| Supervision, Code of Behaviour, Anti-Bullying Policy, Social Media, Mobile Phones & Electronic devices. |
| Professional Code of Conduct for Teachers, School Policy on one- to- one teaching/meetings |
| Guidance Policy, SEN Policy, School Policy on one- to- one teaching /meetings |
| Guidance Policy, School Policy on one- to- one teaching /meetings |
| First Aid, Administration of Medicines, Supervision Policy, Pastoral Care, Whole School Guidance, Out of school activities policy, School Policy on one-to-one teaching/meetings Vetting, Policy on students travelling to event, Policy and Procedures for use of external personnel |
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| School Tour Policy, Pastoral Care, Whole School Guidance, Substance Use Policy, School Policy on one- to- one teaching /meetings, First Aid Policy, Administration of Medicines, Communication Policy with parents (fixtures/venues/ times/changes, etc.), Policy on students travelling to events, Policy and Procedures for use of external personnel |
| School Tour Policy, CP, Pastoral Care, Whole School Guidance, Substance Use Policy, School Policy on one- to- one teaching /meetings, First Aid Policy, Administration of Medicines, Policy and Procedures for use of external personnel |
| Supervision \*, Code of Behaviour, Anti-Bullying , Social Media, Mobile Phones and Electronic Devices |
| Supervision, Code of Behaviour, Anti-Bullying, Social Media, Mobile Phones and Electronic Devices |
| School Policy, CP, Pastoral Care, Whole School Guidance, Substance Use Policy, School Policy on one-to-one teaching /meetings, First Aid Policy, Administration of Medicines |
| School Tour Policy, CP, Pastoral Care, Whole School Guidance, Substance Use Policy, School Policy on one-to-one teaching /meetings, First Aid Policy, Administration of Medicines, Policy and Procedures for use of external personnel |
| Supervision Policy, Code of Behaviour, Anti-Bullying Policy, Social Media Policy , SEN Policy, Mobile Phones and Electronic Devices |
| SEN Policy School Policy, Pastoral Care, Whole School Guidance, Substance use Policy, School Policy on one-to-one teaching /meetings, First Aid Policy, Administration of Medicines |
| School Policy. See <https://www.jmb.ie/administration-of-medicines> |
| School Policy. See <https://www.jmb.ie/administration-of-medicines> |
| School Policies , Policy on teachers being present with external personnelNo unsupervised access to students |
| SPHE and RSE Policy, RSE Policy for senior school students |
| Wellbeing Policy |
| Anti-Bullying Policy , Code of Behaviour Policy, Pastoral Care Policy, Whole SchoolGuidance Policy, Wellbeing Policy, SPHE Policy |

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| 1. All school personnel are provided with a copy of the school's *Safeguarding Statement and the Child Protection Procedures for Primary and Post-Primary Schools 2017*
2. All school personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017*
3. All school personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017*
4. All registered teaching teachers are required to adhere to the *Children First Act 2015*
5. School adheres to the requirements of the Garda vetting legislation and DES circulars
6. School complies with the agreed disciplinary procedure for teaching staff
7. Training for Principal (DLP) and Deputy Principal (Deputy DLP)
8. Encourages all staff to avail of relevant training
9. Encourages BOM members to avail of relevant training
10. Induction of all new staff and school personnel, including student teachers and students on work experience
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| Policy and Procedures for use of external personnel |
| Policy and Procedures for use of external personnel |
| Some /all of the following policies may be relevant:Admission and Enrolment Policy, Religion Policy, Pastoral Care Policy, Whole School GuidanceBeing LGBT in Schools Resource — <https://www.education.ie/en/Publications/Education->Reports/Being-LGBT-in-School.pdf.Transgender Equality Network Ireland[www.teni.ie](http://www.teni.ie)Child Protection Notification System[http://www.tusla.ie/uploads/content/Parent\_leaflet -\_Final.pdf](http://www.tusla.ie/uploads/content/Parent_leaflet%20-_Final.pdf)Critical Incident Management PlanLinks with SENO, NEPS, EWO, TUSLA, CAMPS, and outside agencies |
| BOM Recruitment Policy, Statutory Declaration, Vetting, Registration Teaching References, Induction, Training, Child Protection Procedures |
| Policy and Procedures for use of external personnel |
| Policy and Procedures for use of external personnel |
| Policy and Procedures for visitors, contractors during school hours |
| Policy and Procedures for visitors, contractors after school hours |
| Admission and Enrolment Policy, Religion Policy |
| AUP Policy, Social Media Policy , Supervision policy |
| Code of Behaviour, Suspension and Expulsion Policy, Mobile Phone Policy & Electronic Devices Policy |
| Policy in respect of students undertaking work experience at the school. |
| Policy in respect of students undertaking work experience at the school. |
| Induction Policy, Training , Vetting and Statutory Declarations |
| School Policy |
| School Policy |
| School Policy |
| Supervision, Code of Behaviour, Anti-Bullying, Social Media, Mobile Phones & Electronic devices. |

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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 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 ......... [date]. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

**Signed Mr. Shay Downes Date 26th March 2018**

**Chairperson, Board of Management**

**Signed Ms. Eileen Kennelly Date 26th March 2018**

**Principal/Secretary to the Board of Management**