

# Presentation Secondary School Listowel

Co. Kerry



## CHILD PROTECTION POLICY

### Date of policy adoption

This Policy was ratified by the Board of Management of Presentation Secondary School, Listowel

Signed Shane O'Donoghue - Date 1/10/2024  
Chairperson, Board of Management

**Child Protection Policy**  
**Of**  
**Presentation Secondary School, Listowel, Co. Kerry**

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, practices and activities. Accordingly, in accordance with the requirements of the Department of Education and Skills' Child Protection Procedures for Primary and Post Primary Schools, the Board of Management of Presentation Secondary School, Listowel, Co. Kerry has agreed the following child protection policy:

1. The Board of Management has adopted and will implement fully and without notifications the Department's Child Protection Procedures for Primary and Post Primary Schools as part of this overall child protection policy.
2. The Designated Liaison Person (DLP) is Ms Katherina Broderick
3. The Deputy Designated Liaison Person (Deputy DLP) is Ms Marguerite Linnane
4. In its policies, practices and activities Presentation Secondary School Listowel 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 are of paramount importance, regardless of all other considerations;
- 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.

**5. List of Policies, Practices and activities particularly relevant to Child Protection**

**Policies**

- Child Protection Policy
- Anti- Bullying Policy
- Admissions Policy
- Code of Behaviour
- Dignity in the Workplace
- Acceptable Use Policy

**Activities** Child Protection Policy applies to all school activities. Examples of school activities are as follows:

Sporting Events, school outings, work experience, drama

Afterschool Study

Yard supervision is provided from 8.30am to 9.00am during the morning breaks, at lunch time and from 4.00 – 4.30pm

**Practices** it is practice in the school that all staff – teaching and non teaching, are aware of the importance of child protection and of the necessity to uphold and implement the Child Protection Policy of Presentation Secondary School, Listowel, Co. Kerry

6. This policy has been made available to school personnel and the Parents' Association and is readily accessible to parents on request. A copy of this policy will be made available to the Department and the patron if requested.
7. This policy will be reviewed by the Board of Management once in every school year.

This policy was adopted by the Board of Management on October 1<sup>st</sup> 2024

Signed: Shane O'Drugh Signed: K. Bredenk  
Chairperson Principal

### **Appendix 3: Protocol authorising immediate action**

The following protocol authorises immediate action under section 7.2 of the '*Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*'.

#### **Primary schools other than primary schools under the patronage of an ETB**

In the context of these procedures, where circumstances warrant it, as an essential precautionary measure in order to protect the children in the school, the chairperson of the Board of Management is authorised by the school authority to direct an employee to immediately absent himself or herself from the school without loss of pay until the matter has been considered by the employer. It is very important to note that the action under the protocol is intended to be precautionary and not disciplinary. The action under this protocol is an interim measure pending the employer's consideration of the matter.

The employee will be invited to a meeting with the chairperson of the board of management, the purpose of which is to inform the employee of the allegation and the action being taken. The employee may be accompanied by an appropriate person of his or her choice and will be so advised.

In any event, the employee will also be advised of the matter, in writing.

The chairperson of the board of management shall also make a record of the meeting which shall be retained on the relevant case file.

#### **Post-Primary schools and primary schools under the patronage of an ETB**

(A) In the context of these procedures, where circumstances warrant it, as an essential precautionary measure in order to protect the children in the school, the school principal is authorised by the school management authority to direct an employee to immediately absent himself or herself from the school without loss of pay until the matter has been considered by the employer. It is very important to note that the action under the protocol is intended to be precautionary and not disciplinary. The action under this protocol is an interim measure pending the employer's further consideration of the matter.

The employee will be invited to a meeting with the principal, the purpose of which is to inform the employee of the allegation and the action being taken. The employee may be accompanied by an appropriate person of his or her choice and will be so advised.

In any event, the employee will also be advised of the matter, in writing.

The principal shall make a record of the meeting which shall be retained on the relevant case file.

(B) In the case of a school or college under the aegis of ETB, the decision to absent an employee in the circumstances outlined at (A) above will be taken by the Chief Executive of the ETB or a person to whom this authority has been delegated.