



## Coláiste an Chroí Naofa

### Child Safeguarding Statement

Coláiste an Chroí Naofa is a post-primary school providing education to pupils from 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 Child Protection Procedures for Primary and Post Primary Schools 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management 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 the school principal, Mr. Colm Ó Corcora.
- 3 The Deputy Designated Liaison Person (Deputy DLP) is the acting deputy principal, Mr. Lee Healy.
- 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 statutory authorities in relation to child protection and welfare matters
- adopt safe practices to minimise the possibility of harm 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;
- 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.



## Coláiste an Chroí Naofa

### 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 website of the Department of Education and Skills.
- 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
  - Has provided each member of staff with a copy of the school's Child Safeguarding Statement
  - Encourages staff and members of the Board of Management to avail of relevant training
  - Through 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 procedures related 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 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, 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 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.

Coláiste an Chroí Naofa  
Carraig na bhFear  
Co. Chorcaí

Guthán: 021 488 4104  
Fax: 021 488 4442



Sacred Heart College  
Carrignavar  
Co. Cork

Email: info@ccn.ie  
www.ccn.ie

## Coláiste an Chroí Naofa

- This statement has been published on the school's website and has been provided to all school personnel, the Parents' Association and the school trustees. It is available to parents and guardians on request. A copy of this Statement will be made available to Tusla and the DES on request.
- 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 \_\_\_\_\_.

Signed: Paula Sweeney

Chairperson of Board of Management

Date: 8/3/18

Signed: Colm Ó Corcora

Principal/Secretary to the Board of Management

Date: 8/3/18



## Coláiste an Chroí Naofa

### Child Safeguarding Risk Assessment

#### Written Assessment of Risk of Coláiste an Chroí Naofa, Carraig na bhFear, Co. Cork.

In compliance 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 Coláiste an Chroí Naofa.

#### 1. List of school activities and circumstances that can involve risk\* to children:

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching or counselling
- Outdoor teaching activities
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet, changing, shower areas in school
- Fundraising events involving pupils
- School transport arrangements
- Care of children with special educational needs, including intimate care
- Management of challenging behaviour amongst pupils
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of S.P.H.E. and RSE.
- Prevention of and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum or to support sports and other extra-curricular activities
- Pupils from ethnic minorities/migrants
- Members of the Traveller community
- The treatment of Lesbian, gay, bisexual or transgender (LGBT) pupils and or pupils perceived to be LGBT
- Pupils of minority religious faiths
- Children in care
- Children on Child Protection Notification System
- Recruitment of school personnel including teachers; SNAs; caretakers; secretaries; cleaners and sports coaches.
- Guest Speakers
- Volunteers in school activities
- Visitors or contractors present in the school during or after school activities
- Use of Information and Communication Technology by pupils in school

- Application of sanctions under the school's Code of Behaviour
- Students from the school participating in work experience
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After-school 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 child being harmed in the school by another child
- Risk of child being harmed in the school by 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 and or communications between child and another child or adult
- Risk of harm due to children inappropriately accessing and or using computers, social media, phones and other devices while at school
- Risk of harm to children with AEN who have particular vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate Code of Behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing and or circulating inappropriate material via social media, texting, digital device or other manner

**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
- 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 encourages staff and Board of Management members to avail of relevant training and the school maintains a record of all such training.

- The school implements in full the S.P.H.E. curriculum
- The school has commenced the process of implementing in full the *Wellbeing Programme* at Junior Cycle in accordance with the requirements of the DES.
- 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 supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms and shower areas.
- The school is in the process of drafting a policy and clear procedures in respect of school outings
- 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 has a Code of Conduct for all teaching and non-teaching personnel
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has an Additional Educational Needs policy
- The school will have an intimate care policy/plan in respect of students who require such care
- The school has in place a draft policy and procedures for the administration of medication to pupils
- 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 I.C.T. policy in respect of usage of I.C.T. by pupils
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
- The school is reviewing its Critical Incident Management Plan in the light of the new guidelines
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

\* 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 refers to neglect, physical, emotional or sexual abuse as 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 08/3/18.  
It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed Paula Sweeney

Date 8/3/18

Chairperson, Board of Management

Signed Colm O'Leary

Date 8/3/18

Principal/Secretary to the Board of Management