

## Child Safeguarding Risk Assessment

### Kiltiernan N.S.

#### Written Assessment of Risk of Kiltiernan N.S.

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 Kiltiernan N.S. Kilcolgan, Co. Galway.

#### 1. List of School Activities

- Daily arrival and dismissal of pupils from school, Montessori & Afterschool
- Recreation breaks for pupils of KNS and service users of Montessori & Afterschool
- Classroom teaching/ Montessori/ Afterschool teaching
- One-to-one teaching in KNS and in KNS Montessori & Afterschool
- One-to-one counselling by CT/ SET
- Outdoor teaching activities in KNS and KNS Montessori & Afterschool
- Sporting Activities in KNS and KNS Montessori & Afterschool
- School outings from KNS and KNS Montessori & Afterschool
- Use of toilet/changing/shower areas in in KNS and KNS Montessori & Afterschool
- Annual Sports Day
- Fundraising events involving pupils in KNS and KNS Montessori & Afterschool
- Use of off-site facilities for school activities in KNS and KNS Montessori & Afterschool
- School transport arrangements including use of bus escorts in KNS and KNS Montessori & Afterschool
- Care of children with special educational needs, including intimate care where needed in KNS and KNS Montessori & Afterschool
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required in KNS and KNS Montessori & Afterschool
- Administration of Medicine in KNS and KNS Montessori & Afterschool
- Administration of First Aid in KNS and KNS Montessori & Afterschool
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils in KNS and KNS Montessori & Afterschool

- Training of school personnel in Child Protection matters in KNS and KNS Montessori & Afterschool
- Use of external personnel to supplement curriculum in KNS and KNS Montessori & Afterschool
- Use of external personnel to support sports and other extra-curricular activities in KNS and KNS Montessori & Afterschools
- **Care of pupils with specific vulnerabilities/ needs in KNS and KNS Montessori & Afterschool 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 *Child Notification Protection System*
- **Recruitment of school personnel including in KNS and KNS Montessori & Afterschool -**
  - Teachers/SNA's
  - Montessori Staff
  - Caretaker/Secretary/Cleaners
  - Sports coaches
  - External Tutors/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, etc.
- Students participating in work experience in KNS and KNS Montessori & Afterschool
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events in KNS and KNS Montessori & Afterschool

- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Breakfast Club in Kiltiernan Montessori & Afterschool
- Homework club/evening study in Kiltiernan Afterschool

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

- Risk of **harm by not securing the building** during class times and afterschool
- Risk of **harm not being recognised** by school/afterschool personnel
- Risk of harm **not being reported properly** and promptly by school/afterschool personnel
- Risk of **child being harmed in the school by a member of school/afterschool personnel**
- Risk of child being **harmed in the school by another child** in KNS and KNS Montessori & Afterschool
- Risk of **child being harmed in the school by volunteer or visitor** to in KNS and KNS Montessori & Afterschool
- **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/ KNS Montessori & Afterschool** e.g. school trip, swimming lessons
- Risk of harm due to **bullying of child** in KNS and KNS Montessori & Afterschool
- Risk of harm due to **inadequate supervision of children** in KNS and KNS Montessori & Afterschool
- Risk of harm due to **inadequate supervision of children while attending out of school activities** in KNS and KNS Montessori & Afterschool
- Risk of harm due to **inappropriate relationship/communications between child and another child or adult** in KNS and KNS Montessori & Afterschool
- Risk of harm due to **children inappropriately accessing/using computers, social media, phones and other devices** while at school in KNS and KNS Montessori & Afterschool
- Risk of **harm to children with SEN who have particular vulnerabilities** in KNS and KNS Montessori & Afterschool
- Risk of harm to child while a child is **receiving intimate care** in KNS and KNS Montessori & Afterschool
- Risk of harm due to **inadequate code of behaviour** in KNS and KNS Montessori & Afterschool
- Risk of harm in **one-to-one teaching, school plus provision, counselling, coaching situation** in KNS and KNS Montessori & Afterschool

- Risk of harm caused by **member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner** by KNS or KNS Montessori & Afterschool staff
- Risk of harm of **not having safe searches on school devices/ pupils' personal devices and limiting and supervising internet access** in KNS and KNS Montessori & Afterschool
- Risk of harm caused by member of **personnel from KNS and KNS Montessori & Afterschool accessing/circulating inappropriate material via social media, texting, digital device or other manner**
- Risk of **not implementing mandated child protection programmes i.e. Stay Safe & RSE.**
- Risk of **not engaging in regular staff CPD** by KNS and KNS Montessori & Afterschool staff in child protection procedures and policies
- The risk of KNS and KNS Montessori & Afterschool **not having clear guidelines, protective procedures and designated personnel** regarding the uploading and publication of school events/ images on our school Facebook and website
- The risk of **not having adequately trained staff** in KNS and KNS Montessori & Afterschool **in basic First Aid care**

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

- **All personnel in KNS and KNS Montessori & Afterschool** 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 personnel** in KNS and KNS Montessori & Afterschool
- **KNS and KNS Montessori & Afterschool 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 Stay Safe Programme**
- The school **implements in full the SPHE** curriculum
- **KNS and KNS Montessori & Afterschool** each have an **Anti-Bullying Policy** which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- **KNS and KNS Montessori & Afterschool** each have a **yard/playground supervision policy** to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms, etc.

- **KNS and KNS Montessori & Afterschool** have in place a **policy and clear procedures in respect of school outings**
- **KNS and KNS Montessori & Afterschool** has a **Health and Safety policy**
- **KNS and KNS Montessori & Afterschool** adhere to the requirements of the **Garda Vetting Legislation** and relevant DES circulars in relation to recruitment and Garda vetting
- The school personnel (teaching) and Montessori teachers in Kiltiernan Montessori & Afterschool\* **adhere to the codes of professional conduct for teachers as published by The Teaching Council.**
- The school complies with the **agreed disciplinary procedures** for teaching staff in KNS and KNS Montessori & Afterschool
- The school has a **Special Educational Needs policy**
- KNS and KNS Montessori & Afterschool has an **Intimate Care Policy/plan** in respect of students who require such care
- KNS and KNS Montessori & Afterschool has in place a **policy and procedures for the administration of medication** to pupils
- KNS and KNS Montessori & Afterschool
  - o Has **provided each member of school staff with a copy of the school's Child Safeguarding Statement**
  - o Ensures that **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 **Board of Management members to avail of relevant training**
  - o Maintains **records of all staff and board member training**
- KNS and KNS Montessori & Afterschool has in place a **policy and procedures for the administration of First Aid**
- KNS and KNS Montessori & Afterschool has in place a **Code Of Behaviour** for pupils
- KNS and KNS Montessori & Afterschool has a **Sports Conduct Policy** which is issued to children representing the school at sports activities
- KNS and KNS Montessori & Afterschool has in place an **ICT Policy** in respect of usage of ICT by pupils
- KNS and KNS Montessori & Afterschool has in place a **mobile phone policy** in respect of usage of mobile phones by pupils
- KNS and KNS Montessori & Afterschool has in place a **Critical Incident Management Plan**
- 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 procedures for the use of external sports coaches**

- The school has in place a **policy and clear procedures for one-to-one teaching** activities in our **Special Education Policy** document
- 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 TY students** undertaking work experience in the school

**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, Montessori & Afterschool 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 of Kiltiernan N.S. on February 20<sup>th</sup> 2018. It was reviewed by staff on October 8<sup>th</sup> 2019.

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

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Chairperson, Board of Management**

Signed \_\_\_\_\_ Date \_\_\_\_\_

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

***\*The recently updated Teaching Council Registration Regulations came into effect on 25 July 2016. This means that categories of teachers previously registered under Regulation 3 (Montessori and Other Categories) are now accommodated under Route 4 of the new regulations. In light of this re-designation, as outlined in its statement of 4 May 2016, the Council sought to explore ways in which Montessori education can be most appropriately accommodated within the standards framework that has been established for both Initial Teacher Education and Cosán, the National Framework for Teachers' Learning.***