

Child Safeguarding Statement and Risk Assessment

Kiltiernan N.S. is a primary school, providing primary education to pupils from Junior Infants to Sixth Class.

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 [Túsla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Kiltiernan NS 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 **Edel Leech**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Brid Fenlon**
- 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 Túsla, **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, Edel Leech, 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 July 1st 2021

This Child Safeguarding Statement was reviewed by the Board of Management on May 21st 2024.

Kiltiernan NS

Signed: _____

Signed: _____

Chairperson of Board of Management

Principal/Secretary to the Board of Management

Date: _____

Date: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of Kiltiernan N.S 17645R

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 Kiltiernan NS.

1. List of school activities

- Daily arrival and dismissal of pupils from school and KNS 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 & Afterschool s
- **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 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**
- The risk of **not having adequately trained staff** in KNS and KNS Montessori & Afterschool in **Epilepsy Management**
- The risk of not having procedures for **entering and leaving the classrooms and school building safely**

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 at all class levels
- **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
 - Has **provided each member of school staff with a copy of the school's Child Safeguarding Statement**
 - Ensures that **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**
 - 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/ electronic devices policy and the use of** in respect of usage of mobile phones/devices 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
- The school has in place a policy in relation to a **safe exit strategy** from classrooms
- The school has in place a policy in relation to **moving a non compliant student** for their safety or the safety of other children
- The school has in place a policy to use an **Alert System** should it be required by staff members

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**

Kiltiernan NS

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 updated by the Board of Management of Kiltiernan N.S. on Thursday 3rd October 2024

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

Signed _____ Date **October 4th 2024**

Chairperson, Board of Management