



## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Our Lady's School

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 Our Lady's School.

#### 1. List of school activities

- Daily arrival and dismissal of students
- Recreation breaks for students
- Classroom teaching
- One-to-one teaching
- One-to-one counselling
- Outdoor teaching activities
- Sporting, extracurricular and co-curricular activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Annual Wellbeing Week
- Fundraising events involving students
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of students with special educational needs, including intimate care where needed
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst students, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE and RSE
- Prevention and dealing with bullying amongst students
- 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 students with specific vulnerabilities/ needs such as:
  - Students from ethnic minorities/migrants
  - Lesbian, gay, bisexual or transgender (LGBT) students



- o Students perceived to be LGBT
- o Students of minority religious faiths
- o Students with a disability
- o Students in care
- o Students on CPNS
- Recruitment of school personnel including -
  - o Teachers/SNA's
  - o Caretaker/Secretaries/Receptionist/Cleaners
  - o Sports Coaches
  - o External Tutors/Guest Speakers
  - o Volunteers/Parents in school activities
  - o Visitors/contractors present in school during school hours
  - o Visitors/contractors present during after school activities
- Participation by students in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by students in school
- Application of sanctions under the school's Code of Behaviour including detention of students, 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
- Use of school premises by other organisations during school
- Evening study
- Saturday morning sporting activities

## **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 student being harmed in the school by a member of school personnel
- Risk of student being harmed in the school by contractors and student teachers
- Risk of student being harmed in the school by another student
- Risk of student being harmed in the school by volunteer or visitor to the school
- Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student is participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to bullying of student



- Risk of harm due to inadequate supervision of student in school
- Risk of harm due to inadequate supervision of student while attending out of school activities
- Risk of harm due to inappropriate relationship/communication between student and another student or adult
- Risk of harm due to student inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to students with SEN who have particular vulnerabilities
- Risk of harm to student while a student 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 students in an appropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner
- Risk of harm caused by Covid-19 pandemic.

**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 have undergone Tusla Child Protection training online
- School personnel have engaged with the PDST online training resources
- 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 implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- 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 etc.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a Health and Safety policy and statement
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school's Code of Behaviour endorses respectful relationships between all members of the school community
- Teachers have a responsibility to abide by the Teaching Council Code of Professional Conduct for Teachers
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school follows agreed procedures for the provision of intimate care in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school:
  - Encourages staff to avail of relevant and additional training
  - Encourages Board of Management members to avail of relevant training
  - Maintains records of all staff and Board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place an Acceptable Use policy in respect of usage of ICT by pupils
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils as outlined in the COB



- The school has in place a Critical Incident Management Plan
- The school has in place clear procedures for one-to-one teaching activities
- The school has in place procedures for one-to-one counselling
- The school has in place procedures in respect of student teacher placements
- The school has in place procedures in respect of pupils of the school undertaking work experience in external organisations
- The school has in place a Covid-19 Policy Statement and a Covid-19 Response Plan, which are available on the school website. These documents outline the steps the school has taken to mitigate against the spread of the virus.
- The school has reviewed its Health & Safety Statement in line with Covid-19.
- The school has reviewed its Critical Incident Response plan in line with Covid-19.
- The school has reviewed its Code of Positive Behaviour plan in line with Covid-19.
- The school has reviewed its Acceptable Use Policy plan in line with Covid-19.
- The school has in place a Distance Learning Policy in response to the context of remote teaching and learning.
- All school personnel and students have completed, as directed by the Department of Education, training regarding Covid-19 protocols to mitigate against the spread of the virus.
- The school has reviewed and will implement all updated guidelines as issued by the Department of Education and the Department of Health in relation to Covid 19.

**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 19th April 2021. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed

Date: 17th February 2022

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OUR  
LADY'S  
SCHOOL  
TERENURE

Signed

Principal/Secretary to the Board of Management

Date: 17th February 2022

*Commenced: February 2019*

*Date of last Review: April 2021*

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