St. Attracta’s Community School, Tubbercurry, Co. Sligo.

CHILD SAFEGUARDING STATEMENT
St. Attracta’s Community School is a post-primary school providing post-primary 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 of St. Attracta’s Community School 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 Mr. David McEvoy, Principal.

3 The Deputy Designated Liaison Person (Deputy DLP) is Ms. Anne Brady, Deputy Principal.

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 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 DES 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...
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 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 in relation to mandated reporting under the Children First Act 2015.

In this school the Board has appointed the abovenamed DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of the 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.

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 ________________ [date].
Child Safeguarding Risk Assessment of St. Attracta’s Community 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 St. Attracta’s Community School.

1. **List of school activities:**

- Daily arrival and dismissal of pupils.
- Recreation breaks (morning and lunchtime).
- Classroom teaching.
- One-to-one teaching.
- One-to-one 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.
- Use of off-site facilities for school activities.
- School transport arrangements including use of bus escorts.
- Care of children with special educational needs, including intimate care where required.
- Care of pupils with specific vulnerabilities, e.g. LGBT children, Travellers.
- Administration of Medicine.
- Administration of First Aid.
- Curricular provision in respect of SPHE and RSE.
- Prevention and dealing with bullying amongst pupils.
- Staff training in Child Protection.
- Use of external personnel to supplement curriculum.
- Use of external personnel to support sports and other extra-curricular activities.
- Recruitment of school personnel.
- Participation by pupils in religious ceremonies.
- Use of Information and Communication Technology by pupils in the school.
- Application of sanctions under the school’s Code of Positive Behaviour.
- Students participating in work experience in the school.
- Students participating in work experience externally.
- Student teachers undertaking training placement in the 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 the school day.
- Evening study.

2. **The school has identified the following risk of harm in respect of its activities:**
i. Risk of harm not being recognised by school personnel.
ii. Risk of harm not being reported properly by school personnel.
iii. Risk of child being harmed in the school by a member of school personnel.
iv. Risk of child being harmed in the school by another child.
v. Risk of child being harmed in the school by a volunteer or visitor to the school.
vi. Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while the child is participating in out of school activities.
vii. Risk of harm due to bullying of child.
viii. Risk of harm due to inadequate supervision of children in school.
ix. Risk of harm due to inadequate supervision of children while attending out of school activities.
x. Risk of harm due to inappropriate relationship/communications between child and another child/adult.
x. Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school.
xii. Risk of harm to children with SEN who have particular vulnerabilities.
xiii. Risk of harm to a child while a child is receiving intimate care.
xiv. Risk of harm due to inadequate code of behaviour.
xv. Risk of harm in one-to-one teaching, counselling or coaching situation.
xvi. Risk of harm caused by member of school personnel communicating with pupils in the appropriate manner via social media, texting, digital device or other manner.
xvii. Risk of harm caused by member of school personnel accessing/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:

1. All school personnel are provided with a copy of the school’s Child Safeguarding Statement.
2. The school has and will periodically provide and encourage staff and the Board of Management to avail of relevant Child Protection training and maintain records of such training.
3. The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel.
4. 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.
5. The school implements in full the SPHE curriculum.
6. The school implements in full the Wellbeing Programme at Junior Cycle.
7. 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.
8. The school has a yard supervision policy (Guidelines for Supervision) to ensure appropriate supervision of children during assembly, dismissal and scheduled breaks. Supervision of students is provided (i) before first class every morning (ii) at morning break (iii) at lunchtime and (iv) after last class in the evening. Up to 16 staff per day provide extensive supervision in the school covering the outside areas as well as the north and west wing corridors and the canteen.
9. The school has a policy (Tours and Educational Trips) and clear procedures in respect of school outings.
10. The school has a Safety Statement.
11. The school has a Staff Vetting Policy and adheres to the requirements of the Garda Vetting Legislation and relevant DES circulars in relation to recruitment (Recruitment Policy) and Garda Vetting.

12. The school promotes the Teaching Council’s *Code of Professional Conduct for Teachers* and has provided staff with a copy of same.

13. The school complies with all nationally agreed Codes of Practice and disciplinary procedures for teaching staff (as adopted by the Board of Management).
   - Code of Practice for Dealing with Complaints of Bullying and Harassment of Staff in Community and Comprehensive Schools.
   - Code of Practice for Dealing with Complaints of Sexual Harassment of Staff in Community and Comprehensive Schools.
   - Grievance, Discipline and Dismissal Procedures for Staff Category: Clerical Officer and/or Caretaker and/or Cleaners in a Community and Comprehensive School.
   - Code of Practice for Persons with Disabilities.
   - Code on Promotion of Equal Treatment for Gay and Lesbian Teachers’ in the Workplace.
   - Code of Practice for Processing Complaints made by Parents/Guardians or Students (who have reached the age of 18 years) against a Teacher in Community and Comprehensive Schools.
   - Code of Practice for Dealing with Complaints of Sexual Harassment of a Teacher by a Student in Community and Comprehensive Schools.
   - Guidelines on the Role of Trustees in Community Schools.
   - Grievance Procedure for teaching staff employed in Community and Comprehensive Schools.

14. The school has a policy on Students with Special Educational Needs.

15. The school has in place a Code of Positive Behaviour.

16. The school has in place an ICT Policy in respect of usage of ICT by pupils.

17. The school has in place a Mobile Phone Policy (included in the Code of Positive Behaviour) in respect of usage of mobile phones by students.

18. The school has in place a Critical Incident Response Policy.

19. The school has in place a Home Youth Liaison Policy and related procedures.

20. The school has in place a Policy on Placement of Student Teachers.

21. The school has in place a Work Experience Policy.

22. The school has a Guidance Policy in place.

23. The school has a Chaplaincy Policy and Practices in place.

24. The school has a Pastoral Care Policy in place.

25. The school has a Care Team in place which is comprised of the Principal, Deputy Principal, Year Heads, Chaplain and Guidance Counsellor.

26. Staff members **will not** carry a student or students in their private vehicle at any time under any circumstances.

27. Students requiring basic First Aid are sent to the administration block where they are attended to by the Principal, Deputy Principal or a member of staff. In the case of a more serious injury, the student is attended to as above and a parent/guardian is contacted immediately. In agreement with the parent/guardian, the student may be collected and sign-out or brought to the GP/A&E by a member of staff. The welfare of the student is always the top priority in such cases.

28. The school has in place a member of staff who sees that First Aid supplies are monitored and kept in stock at all times.

29. The school has in place an accident reporting procedure where a member of staff completes an Accident Report Form with all relevant details. These forms are kept on file and copies are provided to the State Claims Agency on an annual basis.
30. All teams who travel to away games will be accompanied by two members of staff where possible. This is deemed a necessity, particularly should any accident/incident occur which may require a staff member to accompany a student to GP/A&E.

31. Where large groups of students travel to events outside the school, adequate teacher supervision will be put in place to ensure the safety of each student.

32. Changing rooms (either at home or away) will be monitored appropriately while, at the same time, allowing students space and privacy.

33. In the case where a student is entitled to one-to-one resource hours with a teacher, or in a counselling situation, these classes take place in specially designated areas of the school which are openly visible. Inspection panels are present in all doors.

**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 [date]. 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 ________________

02/18