

Child Safeguarding Statement 2018

Written Assessment of Risk, Piper's Hill College:

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 Piper's Hill College

List of school activities:

1. Daily arrival and departure of students to/from school.
2. Students late to school, leaving during school day
3. Recreational breaks for students.
4. Classroom teaching.
5. One-to-one teaching/ Resource/RACE Centres
6. One-to-one Guidance/Counselling.
7. Outdoor teaching activities/ extra-curricular activities.
8. School outings.
9. School trips involving overnight stay.
10. School trips involving foreign travel.
11. Use of toilet/changing/shower areas in schools.
12. Annual Sports Day.
13. Fundraising events involving students that occurs off campus
14. School transport arrangements including use of bus/taxi escorts.
15. Care of children with special educational needs.
16. Management of challenging behaviour amongst students, including appropriate use of restraint where required.
17. Administration of Medicine – Medical Consent Form.
18. Administration of First Aid.
19. Curricular provision in respect of SPHE, RSE, Guidance and Wellbeing.
20. Prevention of and dealing with bullying amongst students.
21. Training of school personnel in child protection matters – TUSLA online training
22. Care of students with specific vulnerabilities/ needs such as students from ethnic minorities/migrants
23. Children in care.
24. Recruitment of school personnel including –
 - Teachers/SNA's
 - Caretaker/Secretary/Cleaners
 - Sports coaches
 - External Tutors/Guest Speakers
 - Volunteers/Parents in school activities- School Library/ Parents Room activities
 - Visitors/contractors present in school during school hours

- Visitors/contractors present during after school activities
25. Use of Information and Communication Technology by students in school.
 26. Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.
 27. Students participating in work experience in the school.
 28. Students from the school participating in work experience elsewhere.
 29. Student teachers undertaking training placement in school.
 30. Use of video/photography/other media to record school events.
 31. After school use of school premises by other organisations.
 32. Use of school premises by other organisation during school day.
 33. Homework club/ Supervised evening study.
 34. Students accessing the ASD Outreach class
 35. Visiting HSE Teams – Immunisation Programmes

The school has identified the following risk of harm in respect of its activities:

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*.

1. Risk of harm not being recognised by school personnel.
2. Risk of harm not being reported properly and promptly by school personnel.
3. Risk of child being harmed in the school by a member of school personnel.
4. Risk of child being harmed in the school by another child.
5. Risk of child being harmed in the school by volunteer or visitor to the school.
6. 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.
7. Risk of harm due to bullying of child.
8. Risk of harm due to inadequate supervision of children in school.
9. Risk of harm due to inadequate supervision of children while attending out of school activities.
10. Risk of harm due to inappropriate relationship/communications between child and another child or adult.
11. Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school.
12. Risk of harm to children with SEN who have particular vulnerabilities.
13. Risk of harm due to inadequate code of behaviour.
14. Risk of harm in one-to-one teaching/counselling/RACE centres
15. Risk of harm caused by member of school personnel communicating with students in appropriate manner via social media, texting, digital device or other manner.
16. Risk of harm caused by member of school personnel accessing/circulating

- inappropriate material via social media, texting, digital device or other manner.
17. Risk of HSE staff not liaising adequately with school when contacting parents directly during Immunisation Programmes.

The school has the following procedures in place to address the risks of harm identified in this assessment:

1. All school staff as mandated persons are provided with a copy of the school's *Child Safeguarding Statement*.
2. The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel (via email).
3. 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*.
4. The school implements in full the SPHE curriculum.
5. The school implements in full the Wellbeing Programme at Junior Cycle.
6. 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*.
7. The school has in place a policy and clear procedures in respect of school trips.
8. The school has a Health and Safety policy.
9. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.
10. The school has a code of conduct for school personnel – See KWETB professional code of conduct.
11. The school complies with the agreed disciplinary procedures for teaching staff.
12. The school has a Special Educational Needs policy.
13. The school has a care policy/plan in respect of students who require such care.
14. The school has in place a policy and procedures for the administration of medication to students.
15. The school –
 - i. Has provided each member of school staff with a copy of the school's Child Safeguarding Statement.
 - ii. Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement.
 - iii. Encourages staff to avail of relevant training – TUSLA training to be provided.
 - iv. Maintains records of all staff training.
16. The school has in place a policy and procedures for the administration of First Aid.
17. The school has in place a code of behaviour.
18. The school has in place an ICT/Appropriate Usage Policy in respect of usage of ICT by students.
19. The school has in place a mobile phone policy in respect of usage of mobile phones by students.
20. The school has in place a Critical Incident Management Plan.

21. The school has in place a policy and clear procedures for one-to-one teaching activities.
22. The school has in place a policy and clear procedures for RACE centres during Mock and State Examinations
23. The school has in place a policy and procedures for one-to-one counselling – See Guidance Plan.
24. The school has in place a policy and procedures in respect of student teacher placements.
25. The school has in place a policy and procedures in respect of students undertaking work experience in the school.
26. The school has in place a policy and procedures in respect of students of the school undertaking work experience in external organisations.

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 Pipers Hill College 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 _____. 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

- 1 The Designated Liaison Person (DLP) is: Caroline Herity
- 2 The Deputy Designated Liaison Person(s) (Deputy DLP is/ are: Siobhan Dalton

Checklist for Review of the Child Safeguarding Statement:

	Yes/No
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	Yes/No
1. Has the Board formally adopted a Child Safeguarding Statement in accordance with the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	
2. As part of the school's Child Safeguarding Statement, has the Board formally adopted, without modification, the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	
3. Does the school's Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015?	
4. Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	
5. Has the DLP attended available child protection training?	
6. Has the Deputy DLP(s) attended available child protection training?	
7. Have any members of the Board attended child protection training?	
8. Are there both a DLP and a Deputy DLP currently appointed?	
9. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	
10. Has the Board arrangements in place to communicate the school's Child Safeguarding Statement to new school personnel?	
11. Is the Board satisfied that all school personnel have been made aware of their responsibilities under the 'Child Protection Procedures for Primary and Post Primary Schools 2017' and the Children First Act 2015?	
12. Has the Board received a Principal's Child Protection Oversight Report at each Board meeting held since the last review was undertaken?	
13. Since the Board's last review, was the Board informed of any child protection reports made to Tusla/An Garda Síochána by the DLP?	
14. Since the Board's last review, was the Board informed of any cases where the DLP sought advice from Tusla/and as a result of this advice, no report to the HSE was made?	
15. Has the Board been provided with and reviewed all documents relevant to the Principal's Child Protection Oversight Report?	
16. Is the Board satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?	
17. Is the Board satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of school personnel against whom an allegation of abuse or neglect has been made?*	
18. Were child protection matters reported to the Board appropriately recorded in the Board minutes?	
19. Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?	
20. Has the Board ensured that the Parents' Association (if any), has been provided with the school's Child Safeguarding Statement?	
21. Has the Board ensured that the KWETB has been provided with the school's Child Safeguarding Statement?	
22. Has the Board ensured that the school's Child Safeguarding Statement is	

	Yes/No
available to parents on request?	
23. Has the Board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school?	
24. Has the Board ensured that the SPHE curriculum is implemented in full in the school?	
25. Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *	
26. Is the Board satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?*	
27. Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*	
28. Has the Board considered and addressed any complaints or suggestions for improvements regarding the school's Child Safeguarding Statement?	
29. Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the 'Child Protection Procedures for Primary and Post Primary Schools 2017'	
30. Has the Board sought the feedback of students in relation to the school's child safeguarding arrangements?	
31. Is the Board satisfied that the 'Child Protection Procedures for Primary and Post Primary Schools 2017' are being fully and adequately implemented by the school?	
32. Has the Board identified any aspects of the school's Child Safeguarding Statement and/or its implementation that require further improvement?	
33. Has the Board put in place an action plan containing appropriate timelines to address those aspects of the school's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement ?	
34. Has the Board ensured that any areas for improvement that that were identified in any previous review of the school's Child Safeguarding Statement have been adequately addressed?	

Signed _____ Date _____
Chairperson, Board of Management

Signed _____ Date _____
Principal/Secretary to the Board of Management

Reviewed September 2019