



**An Roinn Oideachais
agus Óige**
Department of Education
and Youth

Child Protection Safeguarding Booklet



CSS 1

Child Safeguarding Statement and Risk Assessment

For: (School Name)
 At: (School Address)

This school is a: (tick appropriate)

- primary post-primary special school

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)* and 2025, *Child Protection Procedures for Schools 2025* and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed.* (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment set out in this document.

The board of management has adopted and will implement fully and without modification the department's *Child Protection Procedures for Schools 2025* as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

(In schools this person is the DLP)

Relevant Person can be contacted on:

(insert phone & email)

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management, or in an ETB school the Chief Executive or their delegate:

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- ☑ Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- ☑ Fully respect confidentiality requirements as set out in the *Child Protection Procedures for Schools 2025* in dealing with child protection matters.
- ☑ Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed.* (Tusla, 2024), and the *Child Protection Procedures for Schools 2025*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

- > **Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service**
 - ~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website

- > **Procedure for the Safe Recruitment and Selection of School Personnel to Work With Children**
 - ~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.
 - ~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.

- > **Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm**
 - ~ The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:
 - ~ The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.
 - ~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.
 - ~ The school encourages board of management members to avail of any relevant training and complete child protection training.
 - ~ The board of management ensures that records of all staff and board member child protection training are maintained.

- > **Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla**
 - ~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

- > **Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons**
 - ~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

- > **Procedure for Appointing a Relevant Person (In schools this person is the DLP)**
 - ~ There is a procedure in place for appointing a relevant person.

The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025*, the board of management 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.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association (if any), the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

Child Safeguarding Risk Assessment Balla National School 17119T

	List of school Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1	Daily arrival and dismissal of students	risk of harm to pupils/ staff risk of injury to pupils/ staff	Supervision of arrival and dismissal of pupils by staff members
2	Recreation breaks for pupils	risk of harm to pupils injuries pupils risk of harm from older people's unknown adult on the yard	code of behavior supervision policy and child safeguarding policy in place
3	second level students student teachers participating and work experience	risk of harm to pupils risk of injury to pupils risk of harm injury to staff	Garda vetting procedures followed
4	classroom teaching	risk of harm not being recognised by school personnel risk of child being harmed in the school by a member of school personnel risk of child being harmed in the school by another child	All school personal are provided with a copy of the schools child safeguarding statement and risk assessment & Bi Cinealta
5	one-to-one teaching learning support	risk of harm to those who may have special needs including medical vulnerabilities	policy in place for one to one teaching sen policy in place
6	one to one counselling	risk of harm to vulnerable children	SEN policy in place
7	outdoor teaching activities	risk of harm to pupils injury to pupils risk of harm from older people's unknown adult on the yard	policies on supervision code of behavior held and safety and swimming in place
8	School outings	Risk of harm to pupils injury to pupils risk of harm from older pupils unknown adults	policies on supervision code of behavior health and safety
9	Use of toilet	risk of harm to pupils injury to pupils risk of harm from older pupils risk of harm due to	policy on supervision code of behavior health and safety in place safe guarding policy in place

		inadequate supervision of children in that space	
10	use school transport arrangements	Risk of harm to pupils injury to pupils from older children	school has a code of behavior in place
11	Online teaching and learning remotely	risk of harm due to inappropriate use of online remote teaching and learning communication platform such as uninvited person accessing the lesson link students being left unsupervised	School has an acceptable use policy and code of behaviour in place
12	sporting activities	risk of harm to pupils injury to pupils risk of harm from older pupils unknown adults	policies on supervision/ code of behaviour health and safety policy in place
13	care of pupils with sen including intimate care where needed	risk of harm while a child is receiving intimate care	policy plan on intimate care in place sen policy in place
14	Administration of medicine	risk of harm to pupils risk of injury to pupils	policy in place for administration of medicine to pupil
15	administration of first aid	risk of harm to pupils risk of injury to pupils and staff if injuries not dealt with correctly	board of management provides relevant training every three/ four years
16	correct provision for SPHE, RSE, Stay Safe	risk of child being harmed by a member of school personal a member of staff of another organisation or another person while the child is participating in out of school activities examples school trips swimming lessons	the school implements in full the stay safe programme RSE and SPHE curriculum
17	prevention and dealing with bullying amongst peoples	risk of harm due to bullying of a child	Code of behaviour and antibullying policy Bi Cinealta in place
18	training of school personnel in child protection matters	risk that harm to pupils is not recognised or identified promptly	child safeguarding statement in place and school follows Des procedures

19	use of external personal to supplement curriculum	risk of child being harmed in the school by volunteer or visitor to school	school adheres to The Department DES circular in respect of recruitment school supervision policy in place
20	Care of pupils with behaviours of concern	risk of harm injury to pupil with behaviour of concern or other pupils/ staff	School complies with Understanding Behaviours of Concern and Responding to crisis situations guidelines . All staff trained in emotion coaching. Code of behaviour in place Behavior of concern policy in place
21	pupils from ethnic minorities/ migrants pupils of minority religious faith	risk of harm from bullying risk of harm due to racism	The school undertakes anti-racism awareness initiatives. Bi Cinealta policy in place
22	LGBT children	risk of harm from bullying or inadequate code of behaviour	school implements full sphe well-being programme and Bi Cinealta
23	Use of external personnel to support sports and other extra curricular activities	risk of child being harmed in the school by a volunteer or visitor to the school	adheres to the relevant to circulars in respect of recruitment
24	Children on TUSLAs child protection notification system	risk of harm to children and special Educational Needs who have particular vulnerabilities including medical vulnerabilities	school implements Bi Cinealta SPHE and Wellbeing programmes
25	Children with medical needs	risk of harm to children with special Educational Needs who have particular vulnerabilities including medical vulnerabilities	admin of medicine policy in place health and safety policy in place
26	recruitment of school personnel	risk of harm were members of school personnel have not been properly vetted or received appropriate training and child protection procedures	school follows des circulars and procedures in relation to recruitment the school ensures all new personnel are provided with a copy of the school's child safeguarding statement and risk assessment

27	visitors contractors present during school hours	risk of child being harmed in the school by a volunteer to the school	supervision policy in place child safeguarding policy in place
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