



# St. Mary's Boys' National School

17341U

## Child Safeguarding Statement and Risk Assessment

### Child Safeguarding Statement

St. Mary's BNS, Maynooth 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 \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of St. Mary's BNS, Maynooth 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 (revised (2023))* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is **Daniel Kirwan**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Jennifer Ring**
- 4 The Relevant Person is **Daniel Kirwan**  
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the Designated liaison person.)
- 5 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.

6 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the [gov.ie](http://gov.ie) 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](http://gov.ie) 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 [gov.ie](http://gov.ie) 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 Tusla, all school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- 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 [gov.ie](https://www.gov.ie) website or will be made available on request by the school.

- 7 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.
- 8 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 2<sup>nd</sup> October 2023.

This Child Safeguarding Statement was reviewed by the Board of Management on 2<sup>nd</sup> October 2023.

Signed: 

Chairperson of Board of Management

Signed: 

Principal/Secretary to the Board of Management

Date: 2<sup>nd</sup> October 2023

Date: 2<sup>nd</sup> October 2023

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of St Mary's BNS, Maynooth

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 (revised 2023)*, the following is the Written Risk Assessment of St Mary's BNS, Maynooth.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
Training of school personnel in Child Safeguarding	Risk of harm not being recognised by school personnel	<ul style="list-style-type: none"> <li>- Child Safeguarding Statement &amp; DE procedures made available to all staff</li> <li>- All staff complete Tusla training module</li> <li>- Record of staff/BOM training</li> <li>- School personnel are required to adhere to the Child Protection Procedures for Primary and Post Primary Schools (revised 2023) and registered teachers are required to adhere to Children First Act 2015</li> </ul>
Daily arrival and dismissal of pupils	Risk of harm due to inadequate supervision of children in school	<p>Arrival and dismissal supervised by teachers:</p> <ul style="list-style-type: none"> <li>- School practice on morning supervision from 9:10am for the arrival of pupils</li> <li>- Dismissal as per school policy circulated to parents and staff at the beginning of each year</li> <li>- Children reminded regularly to return to the school in the event of uncertainty due to change in arrangements/parent not present to collect</li> </ul> <p>Sign-in and sign-out procedures for late arrivals and early leavers</p>
Recreation breaks for pupils	<p>Risk of harm due to inadequate supervision of children in school</p> <p>Risk of child being harmed in the school by another child</p>	<ul style="list-style-type: none"> <li>- System of supervision for yard</li> <li>- Privacy fencing along boundaries with Maynooth University and car park of Stepping Stones Special School</li> </ul>

	Risk of harm due to inappropriate communication between child and unknown adults	- Security gates locked
Classroom teaching	Risk of child being harmed in the school by a member of school personnel	- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting
1 – 1 teaching (in classrooms)	Risk of child being harmed in the school by a member of school personnel	- Open door at all times where this scenario arises
1 – 1 Learning Support/Special Education Teaching/Special Classes	Risk of child being harmed in the school by a member of school personnel	- Glass in window unobstructed at all times - Clear communication with parent regarding the setting in school support plans and school support plus plans
1 -1 use of sensory room	Risk of child being harmed in the school by a member of school personnel	- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting - Staff observe from door of sensory room
Outdoor teaching activities	Risk of child being harmed in the school by a member of school personnel  Risk of harm due to inappropriate communication between child and unknown adults	- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting - The school has procedures in place in respect of organising and arranging supervision for school outings - Supervision of classes during activities
Online teaching and learning remotely	Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms	- Security measures of Zoom platform used (i.e. waiting room, sessions locked) - Links posted to Aladdin Connect rather than emailed - Parents advised by school to supervise children's usage of devices

Sporting activities	<p>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 on-site and off-site school activities</p> <p>Risk of child being harmed in the school by another child</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Supervision of pupils by school staff during all sporting activities</li> </ul>
School tours and outings	<p>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 on-site and off-site school activities</p> <p>Risk of child being harmed in the school by another child</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- The school has procedures in place in respect of organising and arranging supervision for school outings</li> <li>- School policy on school tours.</li> </ul>
School tours involving overnight stay	<p>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 on-site and off-site school activities</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- The school has procedures in place in respect of organising and arranging supervision for school outings</li> <li>- School policy on school tours.</li> </ul>
Use of toilets in class	<p>Risk of child being harmed in the school by a member of school personnel</p> <p>Risk of child being harmed in the school by another child</p> <p>Risk of child being harmed in the school by volunteer or visitor to the school</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Classroom supervision &amp; management</li> <li>- Code of Behaviour for pupils</li> <li>- Intimate Care Policy</li> </ul>
Use of toilets during recreation	<p>Risk of child being harmed in the school by another child</p>	<ul style="list-style-type: none"> <li>- Children using toilets monitored by teachers on yard using the yard book.</li> <li>- System in place for pupils to monitor one-person access to the toilets during break times</li> </ul>

Use of other toilets/changing/shower areas in school	<p>Risk of harm to child while a child is receiving intimate care</p> <p>Risk of harm due to inadequate supervision of children in school</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Intimate Care Policy</li> <li>- Intimate Care Plans</li> </ul>
Annual sports day	<p>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 on-site and off-site school activities</p> <p>Risk of harm due to inadequate supervision of children while attending off-site school activities</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Supervision of activities by school personnel</li> </ul>
Fundraising events involving pupils	<p>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 on-site and off-site school activities</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Supervision of activities by school personnel of events taking place during school time</li> </ul>
Use of off-site facilities for school activities	<p>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 off-site school activities</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- The school has procedures in place in respect of organising and arranging supervision for school outings</li> <li>- Supervision of activities by school personnel</li> </ul>
Use of Bus Escort	<p>Risk of harm due to inadequate supervision of children</p> <p>Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Supervision of pupils by the school's Bus Escort</li> </ul>
Care of children with special educational needs, including intimate care needs	<p>Risk of harm to child while a child is receiving intimate care</p> <p>Risk of harm not being reported to school personnel</p> <p>Risk of child being harmed in the school by another child</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Special Ed. Policy</li> <li>- Intimate Care Policy</li> <li>- Special Needs Assistant Policy</li> <li>- S.N.A. support where sanctioned</li> </ul>

	Risk of child being harmed in the school by a member of school personnel	<ul style="list-style-type: none"> <li>- General Supervision around school building and on yard</li> <li>- Teaching of Stay Safe, RSE and SPHE</li> </ul>
Management of challenging behaviour	Risk of harm due to inadequate code of behaviour	<ul style="list-style-type: none"> <li>- The school has Code of Behaviour for pupils in place</li> </ul>
Administration of medicines	Risk of child being harmed in the school by a member of school personnel	<ul style="list-style-type: none"> <li>- The school has an Administration of Medicines Policy</li> </ul>
Administration of First Aid	Risk of child being harmed in the school by a member of school personnel	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- First Aid administered in public place</li> </ul>
Provision of sensitive curricular subjects: SPHE, RSE, Stay Safe	Risk of harm due to non-teaching of SPHE, RSE & Stay Safe  Risk of harm not being reported to school personnel	<ul style="list-style-type: none"> <li>- The school implements in full the Stay Safe Programme</li> <li>- The school implements in full the SPHE curriculum</li> </ul>
Prevention of/dealing with bullying	Risk of harm from another child  Risk of harm not being reported properly and promptly	<ul style="list-style-type: none"> <li>- 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</li> <li>- The school implements in full the Stay Safe Programme and SPHE curriculum</li> <li>- Internet Safety – Webwise programme, pupil and parent seminars</li> </ul>
Use of external personnel to supplement the curriculum	Risk of child being harmed by a member of staff of another organisation	Classroom supervision by class teacher – teacher to remain in room at all times
Use of external sports coaches	Risk of child being harmed by a member of staff of another organisation	Supervision – teacher remains with class at all times
Care for children with specific vulnerabilities such as: Care of pupils with specific vulnerabilities/ needs such as <ul style="list-style-type: none"> <li>- Pupils from ethnic minorities/migrants</li> <li>- Members of the Traveller community</li> <li>- Lesbian, gay, bisexual or transgender (LGBT) children</li> </ul>	Risk of harm from another child e.g. bullying  Risk of child being harmed in the school by a member of school personnel	<ul style="list-style-type: none"> <li>- 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</li> <li>- The school has Code of Behaviour for pupils in place</li> <li>- Child Protection training for school personnel</li> <li>- The school implements in full the Stay Safe Programme and SPHE curriculum</li> <li>- Supervision of activities by school personnel</li> </ul>



<ul style="list-style-type: none"> <li>- Pupils perceived to be LGBT</li> <li>- Pupils of minority religious faiths</li> <li>- Children in care</li> <li>- Children on Tusla's Child Protection Notification System (CPNS)</li> <li>- Children with medical needs</li> </ul>		
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> <li>- Teachers/SNAs</li> <li>- Caretaker/Secretary/Cleaners</li> <li>- Sports coaches</li> <li>- External Tutors/Guest Speakers</li> <li>- Volunteers/Parents in school activities</li> <li>- Visitors/contractors present in school during school hours</li> <li>- Visitors/contractors present during after school activities</li> </ul>	<p>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 school activities</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Sign-in procedures for all visitors</li> <li>- Supervision of pupils interacting with external coaches, guest speakers and other visitors to the school.</li> </ul>
<p>Participation in religious ceremonies/instruction off-site</p>	<p>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 school activities</p>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Supervision</li> <li>- Management of pupils</li> </ul>
<p>Use of ICT in school for educational purposes</p>	<p>Risk of harm due to children inappropriately accessing/using computers or other devices at school</p>	<ul style="list-style-type: none"> <li>- The school has an Acceptable Use Policy and a Pupil Mobile Phone Policy</li> <li>- Supervision of pupils during IT activities</li> </ul>
<p>Application of sanctions under the school's Code of Behaviour</p>	<p>Risk of harm due to inadequate code of behaviour</p> <p>Risk of child being harmed in the school by a member of school personnel</p>	<ul style="list-style-type: none"> <li>- The school has in place a Code of Behaviour in line with Tusla's (NEWB) 'Developing a Code of Behaviour: Guidelines for Schools'</li> </ul>
<p>Student teachers undertaking training placement</p>	<ul style="list-style-type: none"> <li>- Risk of harm by non-school personnel</li> <li>- Risk of harm not being reported properly and promptly</li> </ul>	<ul style="list-style-type: none"> <li>- Supervision by class teacher or in exceptional circumstances, teaching with classroom door open and supervised by a neighbouring teacher</li> </ul>

		<ul style="list-style-type: none"> <li>- Garda Vetting Disclosures required for pupils on placement</li> <li>- Child Safeguarding Statement</li> </ul>
Students participating in work experience in the school	<ul style="list-style-type: none"> <li>- Risk of harm by non-school personnel</li> </ul>	<ul style="list-style-type: none"> <li>- Supervision by class teacher at all times</li> <li>- Garda Vetting of TY students being 16 years or older applying for direct work experience at the school</li> </ul>
Substitute Teachers	<ul style="list-style-type: none"> <li>- Risk of child being harmed in the school by a member of school personnel</li> <li>- Risk of harm not being reported properly and promptly</li> </ul>	<ul style="list-style-type: none"> <li>- The school adheres to the requirements of the Garda vetting legislation and the relevant DE circulars in relation to recruitment and vetting</li> <li>- Post of Responsibility – run-through of school procedures</li> </ul>
Use of video, photograph or other media to record school events	Risk of harm caused by member of school personnel circulating material inappropriately	<ul style="list-style-type: none"> <li>- Parental consent</li> <li>- AUP Policy</li> <li>- Data Protection</li> </ul>
After school use of the premises by other organisations	Risk of harm by member of another organisation	B.O.M. lease agreements/Rental terms and conditions
Use of the school premises by other organisations during the school day	Harm by member of another organisation	B.O.M. lease agreements/Rental terms and conditions

**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 (revised 2023)*

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.