



St. Fiachra's JS



Child Safeguarding Risk Assessment (of any potential harm) UPDATED 2019

List of School Activities		Risk Level	Risks of Harm Identified by St. Fiachra's JS	St. Fiachra's JS has the following procedures in place to address the risks identified in this Risk Assessment
Board of Management	<ul style="list-style-type: none"> Familiarisation and Training of all BOM members on updated Child Protection procedures 	LOW	<i>Risk of harm not recognised or reported in accordance with procedures.</i>	<ul style="list-style-type: none"> DES 'Child Protection Procedures for Primary and Post-Primary Schools 2017' to all members of BOM (January 2018) Chairperson, Principal, teacher nominee attended CPSMA (Catholic Primary School Management Association) training – February 2018 Child Safeguarding statement and Child Safeguarding Risk Audit & Assessment to be undertaken and ratified by BOM by 11 March 2018 CPOR(Child Protection Oversight Report) to be provided at each BOM meeting from March 2018
School Staff	<ul style="list-style-type: none"> Familiarisation and Training of school staff members on updated 2017 Child Protection Procedures 	MED	<i>Risk of harm not recognised or reported in accordance with procedures.</i>	<ul style="list-style-type: none"> School staff made aware of their obligations under Children First 2015 and revised 2017 DES procedures and responsibilities (January 2018) DES 'Child Protection Procedures for Primary & Post-Primary Schools 2017' –copy by email and copy to laptop desktop to each teacher, hard copy given to all other staff members (February 2018) Staff to undertake Tusla online training and receive certification (February 2018) Staff participated in PDST online training and have a copy of Child Safeguarding Statement DLP & DDLP to attend PDST face to face training (March/April/May 2018) COMPLETE Record of staff training and certification retained for BOM WHOLE STAFF TRAINING PDST ONLINE TRAINING -
Recruitment of school staff and volunteers to assist with school activities	<ul style="list-style-type: none"> Recruitment of school personnel including 			<ul style="list-style-type: none"> Child Safeguarding Statement & DES procedures available to all staff



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	<p>Teachers/SNA's, Ancillary Staff</p> <ul style="list-style-type: none"> Sports coaches, External Tutors, Guest Speakers Volunteers/Parents in school activities eg. fundraising events Visitors/contractors present in school during school hours 	MED	<p><i>Risk of harm not recognised or reported in accordance with procedures.</i></p>	<ul style="list-style-type: none"> Vetting of school staff in accordance with DES regulations Vetting documentation presented in advance for outside speakers etc. Vetting of volunteers as appropriate Pupils always in supervision of teachers - never in care of volunteers Supervision Policy (currently under development March – June 2019) Policy on Parents/ Volunteers assisting in the School (To be developed)
Entry and Dismissal of pupils each day	<ul style="list-style-type: none"> Morning entry and dismissal of pupils at hometime 	MED	<p><i>Unknown adults in the school grounds</i></p>	<ul style="list-style-type: none"> School entrance/exit doors monitored by teachers daily at entrance and dismissal times Parents/guardians advised to accompany pupils at class lines until collection of pupils by teachers at 8.50am – regular Komeer message & notice via school newsletter Parent/guardians advised to ensure collection at hometime – Pupils in Junior & Senior Infants remain with teacher until collected by parent/guardian Pupils uncollected taken by teacher to school office- home contacted by phone School gates opened and closed at relevant times - caretaker on duty provides security CIP (Critical Incident Plan) SECURITY OF EXTENSION BUILDING TO BE REVIEWED (Autumn 2019)
Curricular Provision	<ul style="list-style-type: none"> Curricular provision in respect of SPHE, RSE and Stay Safe Use of Information and Communication Technology 	MED	<p><i>Non – Teaching of the curriculum</i></p> <p><i>Inappropriate use of school internet and mobile phones/</i></p>	<ul style="list-style-type: none"> School implements SPHE as curricular subject taught in all classes RSE 'sensitive' lessons taught in all classes in accordance with RSE policy RSE policy



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	(ICT) by pupils and staff during school day		<i>Access inappropriate online content</i> <i>Inappropriate recording of staff and pupils</i>	<ul style="list-style-type: none"> Stay Safe programme taught in accordance with SPHE school plan. Link to stay safe website notified to parents via school newsletter & school website Supervision of pupils Policy Acceptable Use Policy for ICT for staff and pupils Data Protection Policy Mobile phone Policy (under review March 2019)
Teaching & Learning	<ul style="list-style-type: none"> Classroom teaching One to one teaching Outdoor teaching for PE Care of pupils with vulnerabilities/ needs based on race, disability, religion etc Use of video/photography/other media to record school events 	MED	<i>Risk of harm not recognised or reported in accordance with procedures.</i> <i>Inadequate supervision of pupils</i> <i>Online posting of school images and pupils and staff</i>	<ul style="list-style-type: none"> Daily recording of pupil attendance (via Aladdin) Child safeguarding Statement and DES procedures Anti-Bullying Policy PE Policy SEN Policy Acceptable Use Policy Supervision of Pupils Policy Mobile phone Policy (under review March 2019) Notice to parents via Komeer communication for school events advising parents that recordings etc are for personal use and not for uploading onto social media sites
Special Education Needs (SEN)	<ul style="list-style-type: none"> Care of pupils with SEN including intimate care needs Managing challenging behaviour including appropriate use of restraint 	MED	<i>Harm by school Personnel</i> <i>Injury to pupils and Staff</i>	<ul style="list-style-type: none"> Policy on toileting and intimate care needs SEN Policy Minimum restraint necessary At least two staff members present if possible Parents contacted immediately Health & Safety Policy Code of behaviour Supervision of pupils Policy
Medical Emergencies and First Aid	<ul style="list-style-type: none"> Administration of First Aid Treatment by staff 	MED	<i>Harm by school Personnel</i>	<ul style="list-style-type: none"> First Aid Procedures & Intimate care (under review)



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	<ul style="list-style-type: none"> Administration of Medication by staff 		<i>Non recognition of medical needs</i>	<ul style="list-style-type: none"> Medical Alert Files Administration of Medication Policy CIP First Aid Training for School Staff – regularly and as necessary
Sports Coaches, visitors for curricular purposes	<ul style="list-style-type: none"> Use of external personnel to support delivery of the curriculum 	LOW	<i>Harm to pupils due to inappropriate communication/behaviour</i>	<ul style="list-style-type: none"> Class teachers always present Vetting in accordance with CPSMA and DES regulations
After-School Activities and Camps	<ul style="list-style-type: none"> After school activities and camps run by school staff 	MED	<i>Harm to pupils due to inappropriate communication/behaviour</i>	<ul style="list-style-type: none"> Supervision of Pupils Policy Guidelines for After –School activities & camps (to be developed –September 2019)
Behaviour and Supervision of pupils during school hours	<ul style="list-style-type: none"> Lunch breaks & Yard Time Toilet areas Entry to and from class from the yard Prevention of and dealing with bullying and behaviour amongst pupils 	MED	<p><i>Inappropriate behaviour/communication with pupils</i></p> <p><i>Unknown adults in playground/carpark</i></p> <p><i>Inappropriate behaviour by pupils</i></p> <p><i>Harm not recognised or reported in accordance with procedures</i></p>	<ul style="list-style-type: none"> Teachers and SNA's on duty for school breaks School security – gates locked Staff on duty in all play areas at yard time and wet duty roster and First Aid Duty Classroom rules including toileting permissions Toilet areas specific to each classroom -teacher permission Teacher on duty in the yard -Class teacher supervises exit of pupils to yard area- Class teacher collects class after yard time and supervises entry to classroom Ant Bullying Policy and Procedures Stay Safe Programme Code of Behaviour CIP
Teaching Practice Work Placement	<ul style="list-style-type: none"> Students/adults participating in work experience Trainee Teachers on teaching placement 	LOW	<i>Harm not recognised or reported in accordance with procedures</i>	<ul style="list-style-type: none"> Child Safeguarding Statement Vetting of student teacher and work placement students Supervision of pupils Policy Work Experience Policy -to be developed



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School Fundraising Events	<ul style="list-style-type: none">Volunteers/parents assisting at events	LOW	<i>Harm not recognised or reported in accordance with procedures</i>	<ul style="list-style-type: none">Child Safeguarding StatementBOM approval for all fundraising eventsVetting of volunteers as necessary
Parents/Guardians coming to the school	<ul style="list-style-type: none">Parents/guardians wishing to collect pupils early/when pupils ill etc.	MED	<i>Harm to pupils due to inappropriate behaviour/communication Unknown adults on school premises</i>	<ul style="list-style-type: none">Parents/guardians report to school office to sign child outParents/guardians to remain in reception areaSchool security – Buzzer on main doorParents & Teacher to reinforce Stay Safe Rules with pupils regularly
School Outings Use of external facilities for educational purposes	<ul style="list-style-type: none">School tours/outings to external venuesHire of BusUse of All-weather pitch in Senior School grounds	MED	<i>Harm not recognised or reported in accordance with procedures</i> <i>Inadequate supervision</i> <i>Inappropriate behaviour by pupils</i>	<ul style="list-style-type: none">Adequate planning and preparation by school staff for all school tripsAdequate pupil-teacher ratio adhered to for school outingsMinimum of two vetted school staff (including at least one teacher) to accompany pupils on school outingsCode of BehaviourPrivate transport providers hired by the school to be licenced in accordance with Dep. Of Transport regulationsAdequate supervision by teacherFirst Aid Kit available to teacherSchool Code of Behaviour & Anti Bullying Policy
Visitors/ Contractors to the school	<ul style="list-style-type: none">Visitors/contractors in school during school hours	MED	<i>Harm to pupils due to inappropriate behaviour/communication</i>	<ul style="list-style-type: none">All visitors to report to school officeIdentification provided where necessaryVisitors/contractors to wear lanyards indicating they are a visitor to the school while carrying out works/visitContractors work outside school hours where necessary

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.



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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 risks 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 of St. Fiachra's JS on 4th March 2019. It will be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed: <i>Bernadette Ellis</i> Dated: 4 th March 2019 <i>Chairperson, Board of Management</i>	Signed: <i>Aine Carberry</i> Dated: 4 th March 2019 <i>Principal</i>	Signed: <i>Pauline Keane</i> Dated: 4 th March 2019 <i>Secretary to the Board of Management</i>
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