

## CSS1

## Child Safeguarding Statement and Risk Assessment

<b>For:</b>	<b>Kilkenny School Project NS</b>
<b>At:</b>	<b>Springfields, Waterford Rd., Kilkenny R95VX31</b>

**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):**

Ann Marie O'Keeffe

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

Ruth Crowley

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

**Name of Relevant Person**

Ann Marie O'Keeffe

*(In schools this person is the DLP)*

**Relevant Person can be contacted on:**

056 7751407

principal@kilkennyschoolproject.ie

*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:**

Helen Mc Carthy

*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 such as Tusla's Children First e-learning and Oide 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 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.

Child Safeguarding Risk Assessment

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
<p>1. Daily arrival and dismissal of pupils</p>	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of child being harmed in the school by a member of school personnel</li> <li>• Risk of child being harmed in the school by another child</li> <li>• Risk of harm due to inadequate supervision of children in school</li> </ul>	<ul style="list-style-type: none"> <li>• All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment</li> <li>• The Child Protection Procedures for Schools 2025 are made available to all school personnel</li> <li>• School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025</li> <li>• Supervision in place before school.</li> <li>• Arrival supervised by SNAs and Principal</li> <li>• Dismissal supervised by SNAs, Principal, Deputy and AP2 post holders.</li> <li>• Staff supervising school yard. Infant parents allowed on school grounds for infant collection</li> </ul>

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		<p>at 1:45pm. One-to-one handover of children in Infant pupils.</p> <ul style="list-style-type: none"> <li>● Pupils who arrive late/depart early recorded on Aladdin by Parent/guardian at reception, including reason for same.</li> <li>● Phone/Aladdin verification with Parent/guardian where child is being collected by unknown adult/adolescent.</li> </ul>
<p>2. Recreation breaks for pupils</p>	<ul style="list-style-type: none"> <li>● Risk of harm not being recognised by school personnel</li> <li>● Risk of harm not being reported properly and promptly by members of school personnel</li> <li>● Risk of child being harmed in the school by a member of school personnel</li> <li>● Risk of child being harmed in the school by another child</li> <li>● Risk of harm due to bullying of a child</li> <li>● Risk of harm due to racism</li> </ul>	<ul style="list-style-type: none"> <li>● All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment</li> <li>● The Child Protection Procedures for Schools 2025 are made available to all school personnel</li> <li>● School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda,</li> </ul>

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	<ul style="list-style-type: none"> <li>• Risk of harm due to inadequate supervision of children in school</li> <li>• Risk of harm due to inadequate code of behaviour</li> </ul>	<p>including the Addendum to Children First 2019 and 2025</p> <ul style="list-style-type: none"> <li>• The school has a yard/playground supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.</li> <li>• Bí Cinéalta Policy</li> <li>• Code of Behaviour</li> <li>• Pupils not permitted to re-enter school building without seeking permission from a school designated supervisor</li> <li>• The school encourages personnel to avail of relevant training.</li> <li>• The school has a health and safety policy</li> </ul>
<p>3. Classroom Teaching</p>	<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 child being harmed in the school by another child</li> <li>• Risk of child being harmed in the school by a volunteer or visitor to the school</li> </ul>	<ul style="list-style-type: none"> <li>• All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment</li> <li>• The Child Protection Procedures for Schools 2025 are made available to all school personnel</li> <li>• School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	<ul style="list-style-type: none"> <li>• Risk of harm due to inappropriate relationship/communications between a child and another child or adult</li> <li>• Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</li> </ul>	<p>supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025</p> <ul style="list-style-type: none"> <li>• The school adheres to the requirements of the Garda vetting legislation</li> <li>• The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment</li> <li>• Substitute teachers provide their Teaching Council number, Statutory Declaration and Form of Undertaking</li> <li>• The school has a code of conduct for school personnel (teaching and non-teaching staff)</li> <li>• The school complies with the agreed disciplinary procedures for teaching staff</li> <li>• Bí Cinéalta Policy</li> <li>• Code of Behaviour</li> <li>• Pupils not permitted to re-enter school building without seeking permission from a school designated supervisor</li> <li>• The school undertakes anti-racism awareness initiatives</li> <li>• The school encourages personnel to avail of relevant training</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
4. One to one teaching	<ul style="list-style-type: none"> <li>• Risk of harm in one-to-one teaching, counselling, coaching situations</li> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by members of school personnel</li> <li>• Risk of harm where members of school personnel have not received appropriate training</li> </ul>	<ul style="list-style-type: none"> <li>• Acceptable Use Policy in place</li> <li>• The school implements in full the Stay Safe Programme</li> <li>• The school implements in full the Social, Personal, and Health Education (SPHE) curriculum</li> <li>• All staff are provided with a KSP Padlet that includes all relevant information including the KSP Child Safeguarding and Risk Assessment policy.</li> </ul>
		<ul style="list-style-type: none"> <li>• The school adheres to the requirements of the Garda vetting legislation</li> <li>• The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment</li> <li>• The school has a code of conduct for school personnel (teaching and non-teaching staff)</li> <li>• The school complies with the agreed disciplinary procedures for teaching staff</li> <li>• The school has in place a policy and clear procedures for one-to-one teaching activities</li> <li>• The school has in place a policy and procedures for one-to-one counselling</li> </ul>

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5.	Learning Support	<ul style="list-style-type: none"> <li>• Risk of harm in one-to-one teaching, counselling, coaching situations</li> <li>• Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</li> <li>• Risk of harm to children with special educational needs who have particular vulnerabilities, including medical vulnerabilities</li> </ul>	<ul style="list-style-type: none"> <li>• The school encourages personnel to avail of relevant training</li> <li>• Glass in window of doors</li> <li>• The school adheres to the requirements of the Garda vetting legislation</li> <li>• The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment</li> <li>• The school has a code of conduct for school personnel (teaching and non-teaching staff)</li> <li>• The school complies with the agreed disciplinary procedures for teaching staff</li> <li>• The school has in place a policy and Learning Support Policy</li> <li>• The school has in place a policy and procedures for one-to-one counselling</li> <li>• The school has a special educational needs policy</li> <li>• The school encourages personnel to avail of relevant training</li> <li>• The school has an Acceptable Use Policy in place, to include provision for online teaching</li> </ul>

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List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
6. Outdoor Teaching Activities	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by members of school personnel</li> <li>• Risk of harm where members of school personnel have not received appropriate training</li> <li>• Risk of child being harmed in the school by a member of school personnel</li> <li>• Risk of child being harmed in the school by another child</li> </ul>	<p>and learning remotely, and has communicated this policy to parents</p> <ul style="list-style-type: none"> <li>• The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines</li> </ul> <ul style="list-style-type: none"> <li>• The school adheres to the requirements of the Garda vetting legislation</li> <li>• The school has a code of conduct for school personnel (teaching and non-teaching staff)</li> <li>• The school has in place a policy and procedures for the administration of First Aid</li> <li>• Code of Behaviour Policy</li> <li>• Bí Cinéalta Policy</li> <li>• Administration of First Aid Policy</li> <li>• Administration of Medicine policy</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	<ul style="list-style-type: none"> <li>• Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is participating in out-of-school activities, e.g. school trip, swimming lessons</li> <li>• Risk of harm due to bullying of a child</li> <li>• Risk of harm due to racism</li> <li>• Risk of harm due to inadequate code of behaviour</li> </ul>	
7. Outdoor teaching and learning remotely	<ul style="list-style-type: none"> <li>• Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device, or other manner</li> <li>• Risk of harm caused by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</li> <li>• Risk of harm due to inappropriate use of online remote teaching and learning communication platform, such as an uninvited person</li> </ul>	<ul style="list-style-type: none"> <li>• The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents</li> <li>• The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	<p>accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms</p>	
<p>8. Sporting activities</p>	<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 child being harmed in the school by another child</li> <li>• Risk of child being harmed in the school by a volunteer or visitor to the school</li> <li>• Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is participating in out-of-school activities, e.g. school trip, swimming lessons</li> </ul>	<ul style="list-style-type: none"> <li>• All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment</li> <li>• The Child Protection Procedures for Schools 2025 are made available to all school personnel</li> <li>• School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025</li> <li>• The school adheres to Garda Vetting legislation</li> <li>• All activities must be sanctioned by Principal.</li> <li>• Health and Safety policy.</li> <li>• Supervision Policy.</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
9.	School outings	<ul style="list-style-type: none"> <li>• Administration of Medicine Policy in place</li> <li>• Principal ensures teachers/ancillary staff are fully aware of school procedures.</li> <li>• Record Keeping/Incident Reports.</li> <li>• First Aid kit on site</li> <li>• Staff trained in basic first aid</li> </ul>
	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by members of school personnel</li> <li>• Risk of harm where members of school personnel have not received appropriate training</li> <li>• Risk of child being harmed in the school by a member of school personnel</li> <li>• Risk of child being harmed in the school by another child</li> <li>• Risk of child being harmed in the school by a volunteer or visitor to the school</li> </ul>	<ul style="list-style-type: none"> <li>• All activities must be sanctioned by the Board of Management. The Board may allocate sanctioning to the principal.</li> <li>• The school has in place a policy and clear procedures in respect of school outings Health and Safety policy.</li> <li>• Incidents and Accidents are recorded on site and reported in school.</li> <li>• Supervision Policy.</li> <li>• Principal ensures teachers/ancillary staff are fully aware of school procedures. Record Keeping/Incident Reports.</li> <li>• Child Safeguarding statement.</li> <li>• A copy of outing venue's insurance/safety policy may be acquired in advance. Teachers MUST stay with groups.</li> </ul>

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	<ul style="list-style-type: none"> <li>• Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is participating in out-of-school activities, e.g. school trip, swimming lessons</li> <li>• Risk of harm due to bullying of a child</li> <li>• Risk of harm due to racism</li> <li>• Risk of harm due to inadequate code of behaviour</li> </ul>	
<p><b>10.</b> Use of toilet areas in school</p>	<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 child being harmed in the school by another child</li> <li>• Risk of harm due to inappropriate relationship/communications between a child and another child or adult</li> <li>• Inappropriate Behaviour</li> </ul>	<ul style="list-style-type: none"> <li>• Code of Behaviour</li> <li>• The school has a yard and Supervision policy in place to ensure adequate supervision of specific areas including toilets during recreation time.</li> <li>• All staff and substitute staff to be regularly made aware of arrangements in class and during recreation time</li> </ul>

	<b>List of School Activities</b>	<b>Risks Identified Against Each School Activity</b>	<b>Procedures/Measures in place to Mitigate Risk</b>
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11	Annual Sports Day	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by members of school personnel</li> <li>• Risk of harm where members of school personnel have not received appropriate training</li> <li>• Risk of child being harmed in the school by a member of school personnel</li> <li>• Risk of child being harmed in the school by another child</li> <li>• Risk of child being harmed in the school by a volunteer or visitor to the school</li> <li>• Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is</li> </ul>	<ul style="list-style-type: none"> <li>• Adequate training in place for all staff</li> <li>• Clear set of guidelines give to parent volunteers</li> <li>• All accidents are reported</li> <li>• Critical Incident Policy in place</li> <li>• The school has in place a policy and procedures for the administration of First Aid</li> <li>• The school has in place a code of behaviour for pupils</li> <li>• Administration of First Aid policy in place</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	<p>participating in out-of-school activities, e.g. school trip, swimming lessons</p> <ul style="list-style-type: none"> <li>• Risk of harm due to bullying of a child</li> <li>• Risk of harm due to racism</li> <li>• Risk of harm due to inadequate code of behaviour</li> </ul>	
<p>12. Fundraising Events involving pupils (Fun Run, Winter Fayre)</p>	<ul style="list-style-type: none"> <li>• Harm to children by school personnel/volunteer/ another child/visitor</li> </ul>	<ul style="list-style-type: none"> <li>• The school personnel adhere to codes of conduct.</li> <li>• The school adheres to the requirements of the Garda Vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting.</li> <li>• Child Safeguarding Statement</li> <li>• Bf Cinéalta Policy</li> <li>• Code of Behaviour</li> </ul>
<p>13. Use of off-site facilities for school activities</p>	<ul style="list-style-type: none"> <li>• Harm to children by school personnel/volunteer/other children</li> </ul>	<ul style="list-style-type: none"> <li>• The school personnel adhere to codes of conduct.</li> <li>• The school adheres to the requirements of the Garda Vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting.</li> <li>• Child Safeguarding Statement</li> </ul>

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<p>14. School transport arrangements including use of bus escorts</p>	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by bus escorts</li> <li>• Risk of harm where bus escorts have not received appropriate training</li> <li>• Risk of child being harmed on the bus by another child or by an adult</li> <li>• Risk of child being harmed in the school by another child</li> </ul>	<ul style="list-style-type: none"> <li>• Bí Cinéalta Policy</li> <li>• Code of Behaviour</li> <li>• Liaison with Bus Inspector</li> <li>• Garda Vetting for Escorts</li> <li>• Bus drivers are recruited through Bus Eireann/School Transport</li> </ul>
<p>15 Care of children with special educational needs, including intimate care where needed</p>	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> </ul>	<ul style="list-style-type: none"> <li>• The school personnel adhere to codes of conduct.</li> <li>• The school adheres to the requirements of the Garda Vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting.</li> </ul>

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	<ul style="list-style-type: none"> <li>• Risk of harm where members of school personnel have not received appropriate training</li> <li>• Risk of child being harmed in the school by a member of school personnel</li> <li>• Risk of harm to children with special educational needs who have particular vulnerabilities, including medical vulnerabilities</li> </ul>	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement</li> <li>• The KSP has an Intimate Care Policy in place</li> <li>• Principal to coordinate regular training for staff</li> </ul>
<p>13. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required</p>	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised by school personnel</li> <li>• Risk of harm not being reported properly and promptly by members of school personnel</li> <li>• Risk of harm where members of school personnel have not received appropriate training</li> </ul>	<ul style="list-style-type: none"> <li>• SNA Policy.</li> <li>• Principal to coordinate regular training/policy updates for staff involved.</li> <li>• BOM and Principal to aid the providing of Personal Intervention training to all staff.</li> <li>• Child Safeguarding Statement &amp; DEY procedures made available to all staff.</li> <li>• Adherence to <u>DEY Understanding Behaviours of Concern</u> guidelines, Circular 0081/2024</li> </ul>

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	<ul style="list-style-type: none"> <li>Risk of child being harmed in the school by a member of school personnel</li> </ul>	
<p><b>14.</b> Management of provision of food and milk</p>	<ul style="list-style-type: none"> <li>Risk of harm where members of school personnel have not received appropriate training</li> <li>Risk of child being harmed by the food operator</li> </ul>	<ul style="list-style-type: none"> <li>The school adheres to the requirements of the Garda Vetting legislation</li> <li>Child Safeguarding Statement</li> </ul>
<p><b>15</b> Administration of Medicine</p>	<ul style="list-style-type: none"> <li>Risk of harm not being recognised by school personnel</li> <li>Risk of harm not being reported properly and promptly by members of school personnel</li> <li>Risk of harm where members of school personnel have not received appropriate training</li> </ul>	<ul style="list-style-type: none"> <li>The school has in place a policy and procedures for the administration of Medicine</li> <li>Regular training is provided by the school and by parents</li> <li>The school encourages personnel to avail of relevant training</li> </ul>

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List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	<ul style="list-style-type: none"> <li>Risk of child being harmed in the school by a member of school personnel</li> </ul>	
<p><b>15.</b> Administration of First Aid</p>	<ul style="list-style-type: none"> <li>Risk of harm where members of school personnel have not received appropriate training</li> <li>Risk of child being harmed by the adult</li> </ul>	<ul style="list-style-type: none"> <li>The school has in place a policy and procedures for the administration of First Aid</li> <li>The school has in place a code of behaviour for pupils</li> <li>Staff trained in basic First Aid and some staff are trained First Responders</li> <li>The school encourages personnel to avail of relevant training</li> </ul>
<p><b>16.</b> Curricular provision in respect of SPHE, RSE, Stay Safe</p>	<ul style="list-style-type: none"> <li>Non-teaching of the same</li> <li>Risk of child being harmed in the school by a volunteer or outside facilitators</li> </ul>	<ul style="list-style-type: none"> <li>The school implements in full the Stay Safe Programme</li> <li>The school implements in full the Social, Personal, and Health Education (SPHE) curriculum</li> <li>The school implements in full the Wellbeing Strategy.</li> <li>Training is coordinated through the principal</li> <li>All outside facilitators to provide Garda Vetting and evidence of training</li> </ul>

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	<b>List of School Activities</b>	<b>Risks Identified Against Each School Activity</b>	<b>Procedures/Measures in place to Mitigate Risk</b>
17.	Prevention and dealing with bullying amongst pupils	<ul style="list-style-type: none"> <li>• Risk of harm due to racism</li> <li>• Risk of harm due to inadequate supervision of children in school</li> </ul>	<ul style="list-style-type: none"> <li>• Bí Cineálta Policy</li> <li>• The school implements in full the Stay Safe Programme</li> <li>• Code of Behaviour Policy</li> <li>• Supervision Policy</li> <li>• The school encourages personnel to avail of relevant training</li> <li>• BOM ensures all mandatory items are completed on the agenda for each meeting.</li> </ul>
18.	Training of school personnel in child protection matters	<ul style="list-style-type: none"> <li>• Risk of harm where members of school personnel have not received appropriate training</li> </ul>	<ul style="list-style-type: none"> <li>• All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment</li> <li>• The Child Protection Procedures for Schools 2025 are made available to all school personnel</li> <li>• School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025</li> </ul>

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List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
		<ul style="list-style-type: none"> <li>• 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</li> </ul>
<p><b>19.</b> Use of external personnel to supplement curriculum</p> <p>Use of external personnel to support sports and other extra-curricular activities</p>	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by external personnel to the school</li> </ul>	<ul style="list-style-type: none"> <li>• Visitors and Volunteer’s Policy. Visitors and volunteers work under teacher supervision.</li> <li>• Supervision Policy.</li> <li>• The school adheres to Garda vetting legislation.</li> <li>• Visitors Log; All visitors report to the office.</li> <li>• Principal providing regular updates on/reviews of procedures to all staff members.</li> <li>• Child Safeguarding Statement &amp;</li> <li>• School procedures made available to all staff/substitutes</li> </ul>
<p><b>20.</b> Pupils from ethnic minorities/migrants/ LGBT pupils</p>	<ul style="list-style-type: none"> <li>• Risk of harm due to bullying of a child</li> <li>• Risk of harm due to racism</li> </ul>	<ul style="list-style-type: none"> <li>• Code of Behaviour.</li> <li>• Supervision Policy.</li> <li>• SPHE Policy.</li> <li>• Bí Cineálta Policy</li> <li>• Principal providing regular updates on/reviews of procedures to all staff members.</li> </ul>

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	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
21	Recruitment of school personnel including teachers/SNAs, caretakers/secretaries/cleaners and sport coaches	<ul style="list-style-type: none"> <li>• Risk of harm not being recognised/ reported properly and promptly by members of school personnel</li> <li>• Risk of harm where members of school personnel have not received appropriate training</li> <li>• Risk of child being harmed in the school by a member of school personnel</li> </ul>	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement &amp; school procedures made available to all staff/substitutes</li> <li>• Board of Management handbook. Board of Management training.</li> <li>• The school adheres to Garda vetting legislation.</li> <li>• Visitors and Volunteer' Policy.</li> <li>• Child Safeguarding Statement &amp; DES procedures made available to all staff.</li> <li>• Staff to complete Children First Tusla training module &amp; any other online training offered by Oide.</li> <li>• Principal ensures teachers/ancillary staff are fully aware of school procedures. All relevant information including the Child Safeguarding Statement and Risk Assessment is included on the KSP Padlet provided to all new staff.</li> </ul>
22	External Tutors/Guest Speakers/visitors/Contractors	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by a visitor/contractor to the school</li> </ul>	<ul style="list-style-type: none"> <li>• Visitors and Volunteer's Policy.</li> <li>• Supervision Policy.</li> <li>• The school adheres to Garda vetting legislation.</li> <li>• Visitors' Log.</li> </ul>

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	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
			<ul style="list-style-type: none"> <li>• Principal providing regular updates on/reviews of procedures to all staff members.</li> <li>• Child Safeguarding Statement &amp; school procedures made available to all staff/substitutes.</li> </ul>
23	Volunteers/Parents in school activities	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by a volunteer or parent to the school</li> <li>• Risk of harm not being recognised by school personnel</li> </ul>	<ul style="list-style-type: none"> <li>• Visitors and Volunteer’s Policy.</li> <li>• Supervision Policy.</li> <li>• The school adheres to Garda vetting legislation.</li> <li>• Visitors Log.</li> <li>• Principal providing regular updates on/reviews of procedures to all staff members.</li> <li>• Child Safeguarding Statement &amp; school procedures are available on a noticeboard in all rooms</li> </ul>
25	Participation by pupils in religious ceremonies/religious instruction external to the school, Parents giving lifts to school events to children other than their own	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by a volunteer or parent to the school</li> <li>• Risk of harm not being recognised by school personnel</li> </ul>	<ul style="list-style-type: none"> <li>• Garda Vetting in place</li> <li>• Pupils must be collected from the school and dropped back to the school</li> <li>• Permission and arrangement have to be sanctioned by the child’s parent/s and agreed with the teacher/principal.</li> </ul>

26	<b>List of School Activities</b>	<b>Risks Identified Against Each School Activity</b>	<b>Procedures/Measures in place to Mitigate Risk</b>
	<p>Use of Information and Communication Technology by pupils in school, including social media</p>	<ul style="list-style-type: none"> <li>• Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device, or other manner</li> <li>• Risk of harm caused by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner</li> <li>• 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</li> <li>• Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</li> </ul>	<ul style="list-style-type: none"> <li>• The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents</li> <li>• The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines</li> <li>• The teachers regularly use resources from Webwise to support the SPHE Curriculum</li> <li>• Mobile Phone and Internet Enabled Devices Policy in place</li> </ul>

	<b>List of School Activities</b>	<b>Risks Identified Against Each School Activity</b>	<b>Procedures/Measures in place to Mitigate Risk</b>
<b>27</b>	<p>Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.</p>	<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 child being harmed in the school by another child</li> </ul>	<ul style="list-style-type: none"> <li>• Code of Behaviour.</li> <li>• Supervision Policy.</li> <li>• Mobile Phone &amp; Internet Enabled Devices Policy.</li> <li>• Bí Cineálta Policy</li> <li>• Record Keeping. All actions must be sanctioned by BOM.</li> <li>• Principal ensures teachers/ancillary staff are fully aware of school procedures</li> <li>• Child Safeguarding statement</li> </ul>
<b>28</b>	<p>TY Students, SNA Students and Student Teachers participating in work experience in the school</p>	<ul style="list-style-type: none"> <li>• Risk of child being harmed in the school by a visitor to the school</li> </ul>	<ul style="list-style-type: none"> <li>• KSP Information Padlet which includes Code of Behaviour</li> <li>• Child Safeguarding Statement</li> <li>• Work Experience Policy</li> <li>• Meeting with the Principal</li> <li>• The school adheres to Garda vetting legislation.</li> </ul>

	<b>List of School Activities</b>	<b>Risks Identified Against Each School Activity</b>	<b>Procedures/Measures in place to Mitigate Risk</b>
<b>31</b>	Use of video/photo graphy/other media to record school events	<ul style="list-style-type: none"> <li>Risk of harm to students/reputation of school/by non-school community members</li> </ul>	<ul style="list-style-type: none"> <li>Acceptable Usage Policy.</li> <li>Enrolment Policy.</li> <li>Digital Technology and Social Media Policy.</li> <li>Supervision Policy.</li> <li>Bí Cineálta Policy</li> <li>Child Safeguarding statement.</li> </ul>
<b>32</b>	After-school use of school premises by other organisations	<ul style="list-style-type: none"> <li>Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is participating in out-of-school activities, e.g. Homework Club, Science Club, Drama Club, Dance Class</li> </ul>	<ul style="list-style-type: none"> <li>School Rental Policy</li> <li>The school adheres to the requirements of the Garda vetting legislation</li> <li>Child Safe Guarding Statement</li> </ul>
<b>32</b>	School Policy Review	<ul style="list-style-type: none"> <li>Risk of harm when policies when school personnel are not informed of policies</li> <li>Risk of policies not reviewed</li> <li>Risk of harm where members of school personnel have not received appropriate training in line with policies</li> </ul>	<ul style="list-style-type: none"> <li>Policies reviewed on a rota basis</li> <li>Policies on the school website or available on request in the office</li> <li>Teaching staff have access to a shared drive to view all school policies.</li> <li>Staff Training is encouraged by the Board of Management</li> <li>Relevant Circulars are shared with BOM and Staff via Daily Aladdin Noticeboard posts</li> </ul>

## Examples of Activities, Risks and Procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive, and that the inclusion of an example of a policy or procedure on these lists does not make it mandatory. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as 'any potential for harm'.

Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to:

- > Identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities.
- > Identify and assess the adequacy of the various procedures already in place to manage those risks of harm.
- > Identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

## Online Safety

The *Addendum to Children First: National Guidance for the Protection and Welfare of Children 2017* published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement and Risk Assessment.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

Risk in the context of this Child Safeguarding Statement and 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 the Children First Act 2015: 'harm' means, in relation to a child— (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or (b) sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.

Examples of School Activities which schools may draw from, as appropriate

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- 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 needed
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum

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- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/needs
- Pupils from ethnic minorities/migrants
- Members of the Traveller community

- Lesbian, gay, bisexual or transgender (LGBT) children
- Pupils perceived to be LGBT
- Pupils of minority religious faiths
- Children in care
- Children on Tusla's Child Protection Notification System (CPNS)
- Children with medical needs
- Recruitment of school personnel including teachers/SNAs, caretakers/secretaries/cleaners and sport coaches
- External Tutors/Guest Speakers
- Volunteers/Parents in school activities
- Visitors/contractors present in school during school hours
- Visitors/contractors present during after-school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in 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 school day
- Homework club

#### Examples of Risks of Harm

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by members of school personnel
- Risk of harm where members of school personnel have not received appropriate training
- 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
- Risk of child being harmed in the school by a volunteer or visitor to the school

- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is participating in out-of-school activities, e.g. school trip, swimming lessons
- 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
- Risk of harm due to bullying of a child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out-of-school activities
- Risk of harm due to inappropriate relationship/communications between a child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with special educational needs who have particular vulnerabilities, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situations
- Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device, or other manner
- Risk of harm caused by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

These are examples of policies and procedures that may be used to address Risks of Harm

- All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
- The Child Protection Procedures for Schools 2025 are made available to all school personnel
- School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the

Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025

- 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
- The school implements in full the Stay Safe Programme
- The school implements in full the Social, Personal, and Health Education (SPHE) curriculum
- The school implements in full the Wellbeing Strategy.
- School authorities have a code of behaviour and an anti-bullying policy in place in accordance with the department's 'Bí Cineálta' procedures to prevent and address bullying in schools and as outlined in Circular 55/2024
- The school has complied with the Understanding Behaviours of Concern and Responding to Crisis Situations developed by the Department of Education and Youth to address uncertainty for staff on how to respond when facing crisis situations where there are concerns regarding physical safety
- The school undertakes anti-racism awareness initiatives
- The school has a yard/playground supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a health and safety policy
- The school adheres to the requirements of the Garda vetting legislation
- The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment
- The school has a code of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a special educational needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement and Risk Assessment

- The school ensures all new personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
- The school encourages personnel to avail of relevant training
- The school encourages board of management members to avail of relevant training
- The school maintains records of all personnel and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of pupils undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations
- The school has in place a policy in relation to assisting members of school personnel in respect of disclosures of retrospective abuse
- The school has considered the questions in Appendix 1 of the Child Protection and Safeguarding Procedures for Boarding Facilities Associated with Recognised Schools 2023 and implemented the necessary risk mitigation measures

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment.

Child Protection Statement and Risk Assessment

- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of pupils undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations
- The school has in place a policy in relation to assisting members of school personnel in respect of disclosures of retrospective abuse
- The school has considered the questions in Appendix 1 of the Child Protection and Safeguarding Procedures for Boarding Facilities Associated with Recognised Schools 2023 and implemented the necessary risk mitigation measures

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment.

In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on 25/03/26 (most recent review date)

<b>Signed:*</b>	<i>Helen Mc Carthy</i>	<b>Date:</b>	<i>25/03/26</i>
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Chairperson of the board of management: Helen Mc Carthy

<b>Signed:*</b>	<i>Ann Marie O'Keeffe</i>	<b>Date:</b>	<i>25/03/26</i>
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Principal/Secretary to the board of management Ann Marie O'Keeffe

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on ~~25/03/26~~ (expected review date)

*Sept. 26*  
*Jan 2027*

\* Document to be printed and signed with original signatures