



ST. PATRICK'S GIRLS NATIONAL SCHOOL  
GARDINER'S HILL, CORK

## **Mandatory Template 1: Child Safeguarding Statement and Risk Assessment**

**APRIL 2021**

### **Child Safeguarding Statement**

St. Patrick's GNS is a primary school providing primary education to pupils from Junior Infants to Sixth Class/First Year to Leaving Certificate Year (delete as appropriate).

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 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of St. Patrick's GNS 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 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Yvonne Crosse
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ger Finn
- 4 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



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- 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.

5 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 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DE 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](#) 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 DE 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 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this school the Board has appointed the above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the schools child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.



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- 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 DE website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 6 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.
- 7 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 \_\_\_\_\_ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on \_\_\_\_\_ [most recent review date].

Signed: \_\_\_\_\_

Chairperson of Board of Management

Signed: \_\_\_\_\_

Principal/Secretary to the Board of Management

Date: \_\_\_\_\_

Date: \_\_\_\_\_



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<b>1. List of school activities</b>	<b>2. The school has identified the following risk of harm in respect of its activities –</b>	<b>3. The school has the following procedures in place to address the risks of harm identified in this assessment –</b>
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly	<p>Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>DLP&amp; DDLP to attend PDST face to face training (<i>Not possible due to covid- Online training will be undertaken if offered</i>)</p> <p>All Staff to view Túsla training module (link on Aladdin noticeboard) &amp; any other online training offered by PDST</p> <p>BOM records all records of staff and board training.</p> <p>The school ensures that all new staff are provided with a copy of the school's Child Safeguarding</p>



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		<p>Statement/Guidelines for dealing with a disclosure and Child Protection Policy.</p> <p>Procedure for dealing with Child Protection issue on display in Staff room and revised at staff meeting</p> <p>The school encourages board of management members to avail of relevant training</p>
One to one teaching	<p>Harm by school personnel</p> <p>Harm not recognised or reported promptly</p>	<p>School has policy in place for one to one teaching in Special Education Policy</p> <p>Table between teacher and pupil</p> <p>Uncovered Glass in window</p> <p>Child Safeguarding Statement &amp; DES procedures made available to all staff</p>
Care of Children with special needs, including intimate care needs	Harm by school personnel	<p>Child Safeguarding Statement</p> <p>Special Education Needs Policy</p>
Toilet areas	<p>Inappropriate behaviour</p> <p>Risk of harm due to inadequate supervision of children in school</p>	Daily Procedures Policy (All pupils are accompanied to the toilets on the top corridor).No child will ever be on their own with a staff member in the toilet.



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<p>Curricular Provision in respect of SPHE, RSE, Stay safe.</p>	<p>Non-teaching of same</p>	<p>SPHE Policy. SPHE, RSE, Stay Safe in full. SPHE Coordinator ensure that teachers receive resources and are informed of any upcoming courses.</p> <p>BOM signs off on teaching of Stay Safe programme every year.</p> <p>Where school closure occurs coordinator will seek advice re completing Stay Safe programm</p>
<p>LGBT Children/Pupils perceived to be LGBT</p>	<p>Bullying</p>	<p>Anti-Bullying Policy</p> <p>Code of Behaviour</p>
<p>Daily arrival and dismissal of pupils</p>	<p>Harm from older pupils, unknown adults in the school</p>	<p>Dismissal supervised by Teachers</p> <p>Daily Procedures Policy</p> <p>Parents drop child at the main door and are not permitted to enter the building unless permission is granted by principal.</p> <p>Covid-19 Response Plan</p>
<p>Managing of challenging behaviour amongst pupils, including appropriate use of restraint</p>	<p>Injury to pupils and staff</p>	<p>Special Education Policy</p> <p>Health &amp; Safety Policy</p> <p>Code Of Behaviour</p>



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Sports Coaches/Music Tutor/ Dancing teachers/ Use of external personnel to supplement curriculum	Harm to pupils	Child Safeguarding Statement. Health & Safety Policy Code of Behaviour Class Teacher is always present
Students participating in work experience	Harm by student	Child Safeguarding Statement. Special Education Policy Health & Safety Policy Code Of Behaviour
Recreation breaks for pupils	Harm to pupils Risk of harm due to inadequate supervision of children in school	Special Education Policy Health & Safety Policy Code Of Behaviour Covid-19 Response Plan
Classroom teaching	Harm to pupils Inappropriate Curriculum Content	Special Education Policy Health & Safety Policy Child Safeguarding Statement Code of Behaviour Acceptable Use Policy School Plans



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		Long Term Plans Short Term Plans Covid-19 Response Plan
Homework club	Harm to pupils	Health & Safety Policy Child Safeguarding Statement Code of Behaviour Covid-19 Response Plan
Annual Sports Day	Harm to pupils	Health & Safety Policy Child Safeguarding Statement Code of Behaviour Acceptable Use Policy Daily Procedures Policy Covid-19 Response Plan
Fundraising events involving pupils	Harm to pupils	Health & Safety Policy Child Safeguarding Statement Code of Behaviour Acceptable Use Policy





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		Daily Procedures Policy Covid-19 Response Plan
Use of off-site facilities for school activities	Harm to pupils	Health & Safety Policy Child Safeguarding Statement Code of Behaviour Acceptable Use Policy Covid-19 Response Plan
School transport arrangements	Harm to pupils 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	Health & Safety Policy Child Safeguarding Statement Code of Behaviour Acceptable Use Policy Covid-19 Response Plan
Care of any vulnerable pupils, including intimate care where needed	Harm to pupils	Health & Safety Policy Child Safeguarding Statement Code of Behaviour Acceptable Use Policy Special Education Policy



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<p>Administration of Medicine</p> <p>Administration of First Aid</p>	<p>Harm to pupils</p> <p>Risk of harm due to inadequate supervision of children in school</p> <p>Risk of harm due to inadequate supervision of children while attending out of school activities</p>	<p>Substance Abuse Policy</p> <p>Health and Safety Policy</p> <p>Covid-19 Response Plan</p>
<p>Curricular provision in respect of SPHE, RSE, Stay Safe</p>	<p>Harm to pupils</p>	<p>SPHE Policy</p>
<p>Prevention and dealing with bullying amongst pupils</p>	<p>Harm to pupils</p>	<p>Anti-Bullying Policy</p> <p>Code of Behaviour</p> <p>SPHE Policy</p>
<p>Care of pupils with specific vulnerabilities/ needs such as</p> <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> <li>· Pupils perceived to be LGBT</li> </ul>	<p>Harm to pupils</p>	<p>Anti-Bullying Policy</p> <p>Code of Behaviour</p> <p>SPHE Policy</p> <p>Stay Safe Programme</p> <p>Special Education Policy</p> <p>Covid-19 Response Plan</p>



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<ul style="list-style-type: none"> <li>· Pupils of minority religious faiths</li> <li>· Children in care</li> <li>· Children on CPNS</li> </ul>		
<p>Recruitment of school personnel including –</p> <ul style="list-style-type: none"> <li>· Teachers</li> <li>· SNA's</li> <li>· Substitute teacher or SNA</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>Harm not recognised or properly or promptly reported</p> <p>Risk of child being harmed in the school by volunteer or visitor to the school</p>	<p>Meet with Principal/Deputy Principal before commencement</p> <p>and Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>Staff to view Tusla training module &amp; any other online training offered by PDST</p> <p>Vetting Procedures</p> <p>Covid-19 Response Plan</p>



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Use of Information and Communication Technology by pupils in school	<p>Bullying</p> <p>Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</p>	<p>Acceptable Use policy</p> <p>Anti-Bullying Policy</p> <p>Code of Behaviour</p> <p>Email Etiquette Policy</p> <p>Covid-19 Response Plan</p>
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Harm to Pupils	<p>Acceptable Use policy</p> <p>Anti-Bullying Policy</p> <p>Code of Behaviour</p>
Student teachers undertaking training placement in school	Harm to pupils	<p>Child Safeguarding Statement &amp; DES procedures made available to all staff</p> <p>Staff to view Tusla training module &amp; any other online training offered by PDST</p> <p>Vetting Procedures</p> <p>Covid-19 Response Plan</p>
Use of video/photography/other media to record school events	Harm to pupils	Acceptable Use policy



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	Risk of harm due to inappropriate relationship/communications between child and another child or adult	Anti-Bullying Policy Code of Behaviour
Use of mobile phones and other I.E.D.s by parents working in a volunteer capacity at Parent Group events such as School Disco	Harm to Pupils Risk of harm not being reported properly and promptly to/by school personnel Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner	Acceptable Use Policy Volunteers are not allowed to use mobile phones for personal use in front of pupils at school events.
One to One Intervention with outside Agencies	Harm to Pupils Risk of harm due to inadequate supervision of children in school Risk of harm in one-to-one teaching, counselling, coaching situation	Express permission needs to be granted by parents/guardians and principal to carry out work within the school setting.
Attending school in-person during Covid-19 pandemic	Harm to pupils	Covid-19 Response Plan
Distance Learning while school is closed for exceptional reasons (Covid 19- school closure)	Harm to Pupils Risk of harm due to inadequate supervision of children on I.E.Ds (Internet Enabled Devices) for accessing school work.	GDPR protection of contacts of the school Community-Official Staff Emails to be used to convey school information, planning and resources between teachers. Email Etiquette Policy between staff



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	<p>Risk of harm in one-to-one teaching, phone call, counselling or coaching situation</p>	<p>Website and Textparent used to communicate with parents and pupils.</p> <p>Teachers will endeavour to check and use reputable websites for assigned work.</p> <p>DES Guidance on Distance Learning</p> <p>HSE Guidelines on Social Distancing</p> <p>Acceptable Use Policy-As per policy, Phone numbers are blocked for contacting pupils. Staff are not permitted to give own phone numbers or personal contact details to parents or pupils.</p> <p>Decision made at staff meeting on when to make contact with pupils via phone call.</p>
<p>Emailing the teacher</p>	<p>Harm to Pupils</p> <p>Risk of harm due to inadequate supervision of children on I.E.Ds (Internet Enabled Devices) for accessing school work.</p> <p>Risk of harm in one-to-one teaching, phone call, counselling or coaching situation</p>	<p>During the Covid 19 closure, pupils will use their parents' email account to contact their class teacher or learning support teacher.</p> <p>The email accounts are as follows</p> <p>1stclass@stpatricksgirls.net</p> <p>2ndclass@stpatricksgirls.net</p> <p>3rdclass@stpatricksgirls.net</p> <p>4thclass@stpatricksgirls.net</p>



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		<p>5thclass@stpatricksgirls.net</p> <p>6thclass@stpatricksgirls.net</p> <p>learningsupport@stpatricksgirls.net</p> <p>Pupils will use email to send work to the teacher or to contact the teacher with a question relating to work. Two teachers will monitor this email account-Either the Class teachers or the class teacher and a learning support teacher. (Updated May 19th 2020)</p>
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**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*

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.

Covid-19 Safety protocols- All school activities are guided by the Covid-19 Response Plan- Revised March 21 and April 21

**Reviewed 27/04/21**

This risk assessment has been completed by the Board of Management on \_\_/04/21. It will be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed \_\_\_\_\_ *Denis O' Sullivan* \_\_\_\_\_ Date 27/04/21 \_\_\_\_\_

Acting Chairperson, Board of Management

Signed \_\_\_\_\_ *Yvonne Crosse* \_\_\_\_\_ Date 27/04/21 \_\_\_\_\_

Principal/Secretary to the Board of Management