

St. Attracta's Junior National School
Meadowbrook
Dundrum
Dublin 16

www.stattractasjns.ie
stattractasjns@gmail.com



Child Safeguarding Statement

2020-2021

Child Safeguarding Statement St. Attractas Junior N. S.

2020-2021

St Attractas Junior NS is a primary/post-primary school providing primary/post-primary education to pupils from Junior Infants to Second Class.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the 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 Attractas JNS 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 **Tommy Neary**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Elizabeth Kingston**
- 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;
 - comply fully with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children;
 - co-operate fully with the relevant statutory authorities in relation to child protection and welfare matters;
 - adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
 - develop a practice of openness with parents and encourage parental involvement in the education of their children; and
 - fully respect confidentiality requirements in dealing with child protection matters.
- 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 DES 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 DES and available on the DES 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
 - Requires all staff to sign-off on having read the School’s Child Safeguarding statement on an annual basis.
 - 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 abovenamed 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.

 - In accordance with the Children First Act 2015, 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 attached as an appendix to these procedures.

 - The various procedures referred to in this Statement can be accessed via the school’s website, the DES website or will be made available on request by the school.
- 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 26th February 2020.

Signed: 
 Chairperson of Board of Management


 Principal/Secretary to the Board of Management

Date: 26th February 2020

Date: 26th February 2020

Checklist for Review of the Child Safeguarding Statement

	Yes/No
1. Has the Board formally adopted a Child Safeguarding Statement in accordance with the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	✓
2. As part of the school's Child Safeguarding Statement, has the Board formally adopted, without modification, the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	✓
3. Does the school's Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015?	✓
4. Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	✓
5. Has the DLP attended available child protection training?	✓
6. Has the Deputy DLP attended available child protection training?	✓
7. Have any members of the Board attended child protection training?	✓
8. Are there both a DLP and a Deputy DLP currently appointed?	✓
9. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	✓
10. Has the Board arrangements in place to communicate the school's Child Safeguarding Statement to new school personnel?	✓
11. Is the Board satisfied that all school personnel have been made aware of their responsibilities under the 'Child Protection Procedures for Primary and Post Primary Schools 2017' and the Children First Act 2015?	✓
12. Has the Board received a Principals Child Protection Oversight Report (CPOR) at each Board meeting held since the last review was undertaken?	✓
13. Since the Board's last review, did each CPOR contain all of the information required under each of the 4 headings set out in sections 9.5 to 9.8 inclusive of the procedures?	✓
14. Since the Board's last review, has the Board been provided with and reviewed all documents relevant to the CPOR?	✓
15. Since the Board's last review, have the minutes of each Board meeting appropriately recorded the records provided to the Board as part of CPOR report?	✓
16. Have the minutes of each Board meeting appropriately recorded the CPOR report?	✓
17. Is the Board satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?	✓
18. Is the Board satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of school personnel against whom an allegation of abuse or neglect has been made?*	N/A
19. Where applicable, were unique identifiers used to record child protection matters in the Board minutes?	✓
20. Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?	✓
21. Has the Board been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	No
22. In relation to any cases identified at question 21 above, has the Board ensured that any notifications required under section 5.6 of the 'Child Protection Procedures for Primary and Post Primary Schools 2017' were subsequently issued by the DLP?	N/A

23. Has the Board ensured that the Parents' Association (if any), has been provided with the school's Child Safeguarding Statement?	✓
24. Has the Board ensured that the patron has been provided with the school's Child Safeguarding Statement?	✓
25. Has the Board ensured that the school's Child Safeguarding Statement is available to parents on request?	✓
26. Has the Board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)	
27. Has the Board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school? (applies to post- primary schools)	✓
28. Has the Board ensured that the SPHE curriculum is implemented in full in the school?	✓
29. Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *	✓
30. Is the Board satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?*	✓
31. Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*	✓
32. Has the Board considered and addressed any complaints or suggestions for improvements regarding the school's Child Safeguarding Statement?	N/A
33. Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	No
34. Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	No
35. Is the Board satisfied that the 'Child Protection Procedures for Primary and Post Primary Schools 2017' are being fully and adequately implemented by the school?	✓
36. Has the Board identified any aspects of the school's Child Safeguarding Statement and/or its implementation that require further improvement?	No
37. Has the Board put in place an action plan containing appropriate timelines to address those aspects of the school's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement ?	N/A
38. Has the Board ensured that any areas for improvement that were identified in any previous review of the school's Child Safeguarding Statement have been adequately addressed?	N/A

*In schools where the ETB is the employer the responsibility for meeting the employer's requirements rests with the ETB concerned. In such cases, this question should be completed following consultation with the ETB.

Signed:



Date: 26/02/2020

Chairperson, Board of Management

Signed:



Date: 26/02/2020

Principal/Secretary to the Board of Management

Notification regarding the Board of Management's Annual
Review of
the Child Safeguarding Statement

To:

The Parents/Guardians of Pupils of St Attractas JNS

The Archbishop of Dublin, Patron of St Attractas JNS

The Board of Management of St. Attractas Junior NS wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of 29th February 2020
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the Department's 'website' www.education.ie

Signed:



Date: 26/02/2020

Chairperson, Board of Management

Signed:



Date: 26/02/2020

Principal/Secretary to the Board of Management

Child Safeguarding Risk Assessment

Written Assessment of Risk of St Attracta's Junior NS

March 2020

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of St Attracta's Junior N.S.

1. List of school activities

- Open plan nature of the school grounds
- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Use of toilet areas in schools
- Classroom teaching
- One-to-one teaching
- One-to-one counselling
- Outdoor teaching activities
- Sporting Activities
- Afterschool activities
- Recruitment of school personnel including -
 - Teachers/SNAs
 - Caretaker/Secretary/Cleaners
 - Sports coaches
 - External Tutors/Guest Speakers
 - Use of external personnel to supplement the curriculum
 - Student teachers undertaking training placement in school
 - Students participating in work experience in school
 - Lunch Duty volunteers
 - Volunteers/Parents in school activities
- Training of school personnel in child protection matters
- Care of children with special educational needs, including intimate care where needed,
- Care of pupils with specific vulnerabilities/ needs such as
 - Pupils from ethnic minorities/migrants
 - Members of the Traveller community
 - Lesbian, gay, bisexual or transgender (LGBT) children
 - Children in care
 - Children on Child Protection Notification System
- Administration of Medicine
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils

- Use of Information and Communication Technology by pupils in school
- Use of video/photography/other media to record school events
- Presence of personnel contracted to do maintenance work in school

2. The school has identified the following risk of harm in respect of its activities –

- Risk of harm from individuals passing through the school grounds during delivery and collection times
- Risk of harm from individuals passing through the school grounds during lunch and mid-morning breaks
- Risk of Incursion into the school/classrooms by outsiders
- Risk associated with the delivery and collection of children to/from school during break times and at times other than official delivery/collection times
 - Risk of harm due to inadequate supervision of children in school
 - Risk of child being harmed in the school by another child
 - Risk of child being harmed in the school by a member of school personnel
 - Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip
 - Risk of harm not being recognised by school personnel
 - Risk of harm not being reported properly and promptly by school personnel
 - Risk of child being harmed in the school by volunteer or visitor to the school
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
 - Risk of harm due to bullying of child
 - Risk of harm to children with SEN who have particular vulnerabilities
 - Risk of harm to child while a child is receiving intimate care
- Risk of harm to child associated with the administration of medicine
- Risk of harm in the event of pupil having to be restrained
- Risk of harm due to children inappropriately accessing/using computers and other devices while at school
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner
- Risk of harm due to the presence of personnel contracted to do maintenance work in school

3. The school has the following procedures in place to address the risks of harm identified in this assessment –

- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- All school personnel are provided with a copy of the school's *Child Safeguarding Statement* and Anti Bullying policy
- All new staff are provided with a copy of the school's Child Safeguarding Statement and Anti Bullying policy
- Staff Sign off on the Child Safeguarding and Anti Bullying policies annually
- All parents are also required to sign off on the Anti Bullying policy
- The school has in place a code of behaviour for pupils
- All parents are required to sign off on the code of behaviour for pupils
- The school has in place an ICT policy in respect of usage of ICT by pupils
- All parents/children are required to sign off on children's Acceptable Users Policy ICT policy
- The school has an Administration of Medicines policy
- Where relevant, parents are required to sign off on the Administration of Medicines policy
- All fixed term/permanent Staff **are required** to complete on-line Tusla Children First Module and **to** provide Certificate to Principal

- Staff are encouraged to avail of relevant training
- Records of all staff training are maintained
- ‘Child Protection’ is on the Agenda of all Staff and BOM meetings
- Board of management members are encouraged to avail of relevant training
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school has a Health and Safety policy
- The school has in place a Critical Incident Management Plan
- Risks of harm associated with the open nature of the school grounds:
 - Supervising Teachers to approach individuals who engage in conversation with children/or individuals lingering in the environs of the yard during playtime
 - Supervising Staff to report suspicions to principal
 - Full complement of supervising teachers and relevant SNAs on yard duty at all times
- Risk of Incursion into the school/classrooms by outsiders
 - All access doors to be locked during school hours
 - Individuals including parents who call to external doors at break times cannot be admitted
 - Pupils are not permitted to open/close outside classroom doors
 - Blinds on main classroom doors to be fully closed during break times
- Risks associated with the delivery and collection of children outside normal school times:
 - Procedures for collecting children to be followed
 - Children leaving school outside normal school hours must be collected from the outside classroom doors at least 10 minutes before or after break times
 - Children cannot be collected directly from yard by parent/guardian or any other individual
 - Only classroom teachers or principal is permitted to allow a pupil leave the school outside normal school times
 - Only classroom teacher are permitted to release children from exterior doors during school hours.
 - If a child arrives late for school the parent/designated adult should accompany the child to the classroom door. In event that the class are not

present in the classroom, the child should be delivered to the front office door.

- 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 etc.
 - No one-to one supervision of pupils during break times except in exceptional circumstances
 - Pupils not accessing the yard will be supervised on the adjacent patio
 - Only one child is allowed access to the toilet cubicle at a time
- The school has in place a policy and clear procedures in respect of school outings
 - Adequate supervision by adults as per our school insurance guidelines and the school tour policy
 - Letter from school to Tour Volunteers outlining their responsibilities
 - A member of school staff to be present with the pupils throughout a school trip
 - Children to be taken to toilets by member of school staff on school tours
- The school has a codes 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
- Physical Restraint is only used when it is immediately required to protect the safety of the pupil or any other person
- The school has an SNA policy in place
- Where children have 1-1 full time access to SNA the class teacher or SNA must be present in the classroom at all times
- The school has in place clear procedures for one-to-one teaching activities and interactions with SNAs including:
 - Open Doors as appropriate
 - Glass Panels in all classroom doors
 - Movement breaks to take place within the classroom or on the corridor (with classroom door open) to avoid prolonged 1-1 interaction

- Class teacher must be informed if SNA is bringing a child to the sensory room
- Risk of harm due to physical contact between child and another child or adult
 - Close physical contact (e.g. child sitting on adult's knee) for prolonged periods to be avoided.
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school has in place procedures for the use of external persons to supplement delivery of the curriculum
 - External coaches/providers of educational workshops on an on-going basis must be Garda Vetted and a member of school staff remains with them for the duration of the coaching session/workshop
 - Providers of one-off workshops/talks must be accompanied by a member of school staff throughout the session
- Parents Volunteering to help out at lunch time must be Garda Vetted and familiar with the Procedures for Lunch Duty Volunteers Document
- Student teachers must Garda Vetted by the relevant college and present vetting disclosures before commencement of placement
- The school has in place a policy and procedures in respect of students undertaking work experience in the school:
 - The school has an agreement that the relevant secondary school/training institution is responsible for Garda Vetting of their students
 - Vetting Disclosures must be presented to the school at least one week prior to the commencement of the placement
 - They must be at least 16 years old
 - They always work alongside a member of the school staff
- Risks Associated with Afterschool Activities:
 - Only Garda Vetted School Staff Members are permitted to provide Afterschool Activities
- Risk associated with the presence of personnel contracted to do maintenance work in school:
 - Children are not permitted to move around the school unaccompanied.
 - Where maintenance is being carried out within a classroom during school time or during after school activities, a member of Staff is always present.

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*

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.

This risk assessment has been completed by the Board of Management on 26th February 2020. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed:  Date: 26th February 2020

Chairperson, Board of Management

Signed:  Date: 26th February 2020

Principal/Secretary to the Board of Management