



SCOIL AN CHROÍ RÓ NAOFA ÍOSA

CHILD SAFEGUARDING STATEMENT

Child Safeguarding Statement

Sacred Heart of Jesus National School (Scoil An Chroí Ró Naofa Íosa) is a national school providing primary education to pupils from Junior Infants to Sixth Class and pupils in three special classes for children with autism.

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 Sacred Heart of Jesus Primary School has agreed the Child Safeguarding Statement set out in this document. The statement is not a standalone declaration and should be viewed in conjunction with our school's Child Safeguarding Policy.

1. The Board of Management has adopted and will implement fully, without modification, the Child Protection Procedures for Primary and Post Primary Schools 2017 as part of its overall Child Safeguarding Statement.
2. The Designated Liaison Person (**DLP**) is Mr. Kieran Lyons (Principal)
3. The Deputy Designated Liaison Person (**DDL**P) is Ms. Clara Donohoe (Deputy Principal)
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 staff 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/guardians and encourage parental involvement in the education of their children;
 - fully respect confidentiality requirements in dealing with child protection matters.
5. The following procedures/measures are in place in our school :
- In relation to any member of staff who is the subject of an investigation (howsoever described) in respect of any act, omission or circumstance pertaining to 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 Department of Education and Skills (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.
 - ✚ encourages staff to avail of relevant training.
 - ✚ encourages Board of Management members to avail of relevant training.
 - ✚ maintains records of all staff and Board member training.
 - In relation to reporting of child protection concerns to the Child and Family Agency (CFA)/Tusla and/or An Garda Síochána, 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 our 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 school's Child Safeguarding Statement. The DDLP will take on the role and responsibilities of the DLP in support of, or in the absence of, the DLP.
 - 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 our Child Safeguarding Statement.
 - The various procedures referred to in our Child Safeguarding Statement can be accessed via the school's website (www.sacredhearthuntstown.weebly.com), the DES website or will be made available on request by the school.
6. Our Child Safeguarding Statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association and the patron.

It is readily accessible to parents and guardians on request. A copy of the statement will be made available to Tusla and the DES if requested.

7. Our 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 originally adopted by the Board of Management on the 12th March 2018 and was updated on the 25th March 2019, 18th May 2020 and 16th November 2020. It shall be reviewed as part of the school's annual review of its Pupil Safeguarding Statement.

Signed: Margaret Condon
Margaret Condon
Chairperson of Board of Management

Signed: Kieran Lyons
Kieran Lyons
Principal/Secretary to the Board of Management

Date: 16th November 2020

Date: 16th November 2020

For queries, please contact: Chairperson Board of Management, Sacred Heart of Jesus Primary School, Huntstown, Dublin 15.

Appendix: Child Safeguarding Risk Assessment

Written Assessment of Risk of Sacred Heart of Jesus National School (Roll No. 19755L)

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 recorded Child Safeguarding Risk Assessment of Sacred Heart of Jesus National School (Scoil An Chroí Ró Naofa Íosa).

1. List of school activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- Outdoor teaching activities
- Sporting Activities
- School outings
- Use of toilets
- Annual Sports Day
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of pupils with special educational needs, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine and First Aid
- Curricular provision in respect of SPHE, RSE and Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in pupil protection matters
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/ needs such as
 - Pupils from ethnic minorities/migrants
 - Members of the Traveller community
 - Pupils perceived to be LGBT
 - Pupils of minority religious faiths
 - Pupils in care
- Recruitment of school personnel including -
 - Teachers/SNA's
 - Cleaners
 - External Tutors/Guest Speakers
 - Volunteers/Parents in school activities
 - Visitors/contractors present in school during school hours
 - Visitors/contractors present in school during after school activities
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Behaviour

- Students participating in work experience in the school
- 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

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

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- **Risk of pupil being harmed in the school by another pupil**
- **Risk of pupil being harmed in the school by volunteer or visitor to the school**
- Risk of pupil being harmed by a member of school personnel, a member of staff of another organisation or other person while participating in out of school activities e.g. school trip, swimming lessons etc.
- Risk of harm due to bullying of pupil
- **Risk of harm due to inadequate supervision of pupils in school**
- Risk of harm due to inadequate supervision of pupils while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between pupil and another pupil or adult
- Risk of harm due to pupils inappropriately accessing/using computers, social media, phones or other devices while at school
- **Risk of harm to pupils with SEN who have particular vulnerabilities**
- **Risk of harm to a pupil while he/she is receiving intimate care**
- Risk of harm due to inadequate code of behaviour
- **Risk of harm in one-to-one teaching situation**
- Risk of harm caused by member of school personnel communicating with pupils via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

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

- Our school is comfortable, clean warm and safe.
- Pupils and teachers are treated with respect.
- Inner discipline is fostered.
- Good behaviour is acknowledged and celebrated.
- Politeness, e.g. opening doors for teachers and teachers reciprocating, is the norm.
- Pupils are warmly greeted and acknowledged on corridors/in class. Teachers are greeted on corridors/in class.
- Pupils' successes at school and outside of school are highlighted and celebrated.

- Pupils' strengths rather than their perceived deficits are highlighted, encouraged and developed.
- There is effective supervision on the school playground and in classrooms to ensure that pupils feel safe and secure.
- Pupils' playground experiences are safe and enjoyable.
- Different cultures are celebrated and respected.
- The school implements programmes that foster positive relationships within the school and the local community, e.g. *The Yellow Flag Programme* and *Rainbows*.
- The school liaises with outside agencies such as *TUSLA*, *CAMHS*, *Aistear Beo*, *Barnardos*, *Blakestown* and *Mountview Youth Project* etc. to support families.
- There is a 'buddy system' in place to support pupils with autism within and outside of their Coiscéim (ASD) classes.
- Older pupils act as peer tutors for reading with younger pupils.
- Older pupils act as helpers and role models for younger pupils at play times.
- The school has a Student Council, which helps to develop empowerment, leadership and decision making skills.
- The school works with Child Vision to support pupils with visual impairment.
- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*.
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel.
- 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*.
- DLP & DDLP attend face to face child safeguarding training.
- School staff view TUSLA and PDST child safeguarding modules.
- Issues relating to child safeguarding are on staff meeting agendas.
- The school implements in full the Stay Safe Programme.
- The school implements in full the SPHE curriculum.
- 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*.
- The school has a yard/playground supervision policy to ensure appropriate supervision of pupils during assembly, dismissal and breaks times.
- The school has a Health and Safety policy.
- 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 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 in respect of pupils 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.
 - 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.
 - maintains records of all staff 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 in place an ICT policy in respect of usage of ICT by pupils.
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils and staff.
- The school has in place a Critical Incident Management Plan.
- 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 in respect of student teacher placements.
- The school has in place a policy and procedures in respect of students undertaking work experience in the school.

The school has the following procedures/good practice to address potential shortcomings identified in the Child Safeguarding Risk Assessment Review (March 2019) –

- Pupils are supervised before school from the time they enter the school grounds at 8.30 a.m.
- Pupils are not allowed leave the school, except under the supervision of a recognised parent, carer/guardian or agent of same. Pupils are not allowed by any teacher on supervision duty, other than his/her class teacher, leave the school at break times. Class teachers who are aware of custody issues in relation to a pupil in their class inform the Principal, Deputy Principal, school secretary, teacher(s) assigned to dividing the class when the class teacher is absent from school and teachers of any extra-curricular activities which the child takes part in. Furthermore, the class teacher leaves clear instructions for a substitute teacher in relation to such pupils.
- The organisation of supervision duties for mid-morning and lunchtime breaks is in accordance with Circular 29/03 (DES). Staff adhere to the school's Breaktime Supervision Policy. The teacher on duty at break times: monitors the designated area carefully, observing optimum concentration, i.e. refrains from entering lengthy conversation with colleague or child alike; follows the rules and guidelines as laid out in the Discipline Policy regarding the behaviour of the pupils; does not permit a pupil to leave the playground without first notifying his/her class teacher; and remains on supervision duty until the class teacher (or the teacher of the class next door) returns to assume responsibility.

- When a staff member needs to communicate with a child on a one-to-one basis they make sure that the interaction is open to observation by a colleague at all times.
- All guests and visitors to the school report to the secretary's office upon arrival.
- A teacher is always present during the visit of a guest speaker etc. to a classroom.
- Staff adhere to the school's Policy Statement on Visitors to Our School.
- If and when the class teacher needs to leave their classroom during teaching practice placement (TP), he/she: lets a colleague know that they are leaving the room and where they can be located; leaves the doors open between classrooms; tells the student(s) where to find them in case of an emergency; and gives them directions regarding who they should contact if they are unable to locate the class teacher.
- In the context of one to one teaching in the Resource Unit, the resource teacher's door is left ajar during lessons if it is not possible to observe the teacher and pupil through a classroom window or glass door panel.
- Teachers adhere to the school's Learning Support Policy and SEN Policy.
- School attendance is monitored on a regular basis paying particular attention to trends in non-attendance with reference to our School Attendance Strategy Policy and School Attendance Strategy Booklet.
- The school hires appropriate transport to bring pupils on out of school activities. School personnel do not transport pupils in their cars at any time and adhere to our School Excursions Policy and After School Activities Policy.
- In situations where it is not possible or practical, when addressing a pupil's intimate care needs, to have a second member of staff present, then the teacher or SNA attending the pupil ensures that they can be clearly observed by a colleague at all times.
- In the event of a toileting accident the pupil, if possible, changes clothes under the supervision of the class teacher or SNA. In some circumstances a parent/guardian may have to be called to attend to the pupil. If they are not contactable, a teacher or SNA attends to the pupil. In situations where it is not possible or practical to have a second member of staff present, then the teacher or SNA attending the pupil ensures that they can be clearly observed by a colleague at all times. Parents/guardians are notified of the incident and a record kept by the class teacher.
- Teachers and SNA's adhere to the school's Swimming Policy Statement. Male staff only enter the male dressing room. Staff do not assist in drying or dressing pupils after swimming lessons. In the context of a member of staff having to attend to a child on a one-to-one basis, e.g. accompanying a pupil to the toilet or waiting for a pupil to get dressed, at no time is the pupil on his/her own with a member of staff in a toilet, dressing room or any other setting that could place the pupil or adult in a vulnerable position. Similarly, at no time is a pupil on his/her own with another pupil in a setting that could place the pupil in a vulnerable position. Parents/carers are not allowed into dressing rooms and are not encouraged to attend the swimming lessons. Parents of pupils with special needs may take responsibility for changing their child before and/or after swimming lessons separate from their peers.

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 *Pupil 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.

The risk assessment was originally completed by the Board of Management on the 12th March 2018 and was updated on the 25th March 2019, 18th May 2020 and 16th November 2020. It shall be reviewed as part of the school’s annual review of its Pupil Safeguarding Statement.

Signed: Margaret Condon
Margaret Condon
Chairperson, Board of Management

Date: 16th November 2020

Signed: Kieran Lyons
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Principal/Secretary to the Board of Management

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