

Appendix **Child Safeguarding Risk Assessment**

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:

School Name	Coláiste na Mí
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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

1. List of School Activities

• School Trips (day and night).
• School Sporting Events.
• Fundraising Events involving Students.
• One-to-one and small group support.
• After School Study.
• Activities involving the use of changing and shower facilities.
• Students arriving and departing school.
• Transport arrangements including use of School/Staff Cars.
• Off-site Student work placement.
• Care of students with intimate care needs.
• Activities that involve the use of information and communications technologies.
• The Recruitment of School Personnel.
• The presence of visitors in school during school hours.
• Visitors present during after School Activities.
• The use of Information and Communication Technology by students’ in school and the enforcement of sanctions under the Schools’ Code of Conduct inclusive of detention, use of personal phones etc.

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

<ul style="list-style-type: none">• Risk of harm not being identified by school personnel.
<ul style="list-style-type: none">• Risk of harm not being reported properly and promptly by school personnel.
<ul style="list-style-type: none">• Risk of harm due to inadequate supervision while engaged in above activities (both inside and outside of school).
<ul style="list-style-type: none">• Risk of harm due to inappropriate or inadequate response to injuries sustained or medical emergencies.
<ul style="list-style-type: none">• Risk of harm through non-compliance with school trips policies and procedures.
<ul style="list-style-type: none">• Risk of harm due to inappropriate relationship and/or communications between students and school personnel.
<ul style="list-style-type: none">• Risk of harm due to inappropriate relationship and/or communications between students and visitors/contractors both on and off site.
<ul style="list-style-type: none">• Risk of harm while students are travelling in staff cars.
<ul style="list-style-type: none">• Risk of harm due to bullying of students with specific vulnerabilities.
<ul style="list-style-type: none">• Risk of harm while a child is receiving intimate care
<ul style="list-style-type: none">• Risk of harm caused by a member of school personnel inappropriately using information and communications technology to communicate or circulate inappropriate material about a student or students.
<ul style="list-style-type: none">• Risk of harm caused by students inappropriately using information and communications technology to communicate or circulate inappropriate material about other students.

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

<ul style="list-style-type: none">• All school personnel are provided with a copy of the school's Child Safeguarding Statement.
<ul style="list-style-type: none">• All school personnel must complete mandatory Children First online training.

<ul style="list-style-type: none"> • The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel.
<ul style="list-style-type: none"> • The school's Child Protection Policy is made available and is adhered to by all school personnel – this policy is also made available through the school website.
<ul style="list-style-type: none"> • The school's anti-bullying policy is made available and is adhered to by all school personnel – this policy is also made available through the school website.
<ul style="list-style-type: none"> • The school has in place a policy and clear procedures in respect of school outings (LMETB Educational Tours and Field Trips Policy).
<ul style="list-style-type: none"> • Supervision of students at break-times and lunchtimes. A roster of staff has been drawn up and is posted in the staffroom.
<ul style="list-style-type: none"> • All students and their parents/guardians read and sign the schools code of discipline
<ul style="list-style-type: none"> • All school personnel closely follow the school's policies and procedures regarding school trips.
<ul style="list-style-type: none"> • The school adheres to the requirements of the National Vetting Bureau (Children and Vulnerable Person) Act, 2012-2016.
<ul style="list-style-type: none"> • School personnel adhere to the school's procedures for dealing with injuries and medical emergencies.
<ul style="list-style-type: none"> • Care staff adhere to the school's intimate care policy.
<ul style="list-style-type: none"> • Procedures are followed in respect of Third Level Student Placements.
<ul style="list-style-type: none"> • All school personnel adhere to school's procedures for travelling with young people in their cars.
<ul style="list-style-type: none"> • Relevant school personnel adhere to procedures regarding student work placements.
<ul style="list-style-type: none"> • The school has in place a Critical Incident Management Plan.
<ul style="list-style-type: none"> • The school has in place strict sign-out procedures for students and request identification from the collecting adult where the adult is unknown to the staff member signing the student out Where One-to-one tuition/meetings are essential, the door will generally be left open. If this is noise prohibitive then the meeting/learning session will be held in a room where there is a glass viewing panel in the door.

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 reviewed and ratified by the Board of Management of
Coláiste na Mí on**

Date: 17th September 2020

**This Risk Assessment shall be reviewed as part of the school's Annual Review of its
Child Safeguarding Statement**

Review Date: September 2021