

**Child Safeguarding Risk Assessment.
St. Colman's National School Cloyne. Roll: 02452V**

List of School Activities (best efforts made to identify all activities, however not to treated as an exhaustive list)	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	Procedures identified, but not yet in place
Training of school personnel in Child Protection Matters, including substitute teachers	H	Harm not recognised or reported promptly	<ul style="list-style-type: none"> • Child Safeguarding Statement & DES Procedures to be made available to all staff, including ancillary staff • DLP & DDLP to attend PDST face to face training. • All staff to view Tusla training module & any other online training offered by PDST • Board of Management records for staff (and Board) training 	Child Safeguarding Statement & DES Procedures. Confirm all staff have viewed the Tusla training module. <i>March 5th, 2018.</i>
One to One teaching	M	Harm by school personnel	Policy in place for One to One teaching; Glass in door and windows.	One to One teaching Policy
Care of Children with Special Needs, including intimate care needs	H	Harm by school personnel	Policy on Intimate Care	Policy on Intimate Care
Toilet Areas	M	Inappropriate Behaviour	Toilets are generally in the classroom. Usage and Supervision Policy for remote toilets.	Usage and Supervision Policy for remote toilets.
Curricular Provision in respect of SPHE, RSE, Stay Safe.	M	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full.	
Daily arrival and dismissal of pupils	M	Harm from older pupils, unknown adults in the yard	Arrival and dismissal supervised by teachers. Parents asked to provide letter stating how children are going home and who is allowed collect children	Letter from parents
Sports Coaches	M	Harm to pupils	Outside coaches never alone with children. A teacher always present. All coaches are Garda vetted	
Students participating in work experience, e.g. Transition Year pupils coming to the school	M	Harm to pupils	Students are Garda Vetted and supervised at all times by a staff member	

Recreation breaks for pupils – time out	L	Harm to pupils	Breaks are taken in public areas. Activities are chosen from a list recommended and approved by Principal	List to be given to Principal by SNAs & Teachers
Classroom Teaching	M	Harm to pupils	All staff are Garda Vetted. All teaching Staff abide by The Professional Code of the Teaching Council	
Outdoor teaching activities e.g. P.E., Nature Walks	H	Harm to Pupils	Pupils are expected to follow School Code of Behaviour. Supervision Policy in place. CCTV installed.	CCTV Policy
Sporting activities,e.g. Matches, Sciath na Scol	H	Harm to pupils by school personnel, by pupils or staff from other schools or spectators at matches	Adequate Supervision of pupils at all times including in changing rooms. Code of Behaviour and Anti-Bullying Policy to be followed Permission to participate received from parents	
Homework Club	M	Harm to Pupils	2 teachers present at all times. Permission from parents to participate received. Homework Club Policy	Homework Policy
Breakfast Club, e.g. 'Sherpa'.	H	Harm to pupils	Personnel Garda vetted and trained. Insurance supplied	

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School outings	H	Harm to pupils by school personnel, by other pupils, by pupils from other schools, by personnel from facility being visited, by strangers	Adequate supervision by school staff (1 Adult per 10 children) Outing approved by Board of Management Insurance, vetting and Child Protection Procedures supplied by Bus Company and Facility being visited	Check that all information supplied by facilities visited
Managing of Challenging behaviour amongst pupils, including appropriate use of restraint	H	Injury to pupils	Code of Behaviour Health and Safety Policy Restraint Policy	Code of Behaviour to be reviewed Health & Safety Policy to be reviewed Restraint Policy
LGBT pupils perceived to be LGBT	L	Bullying	Anti-Bullying Policy Code of Behaviour	
Use of toilet/changing/shower areas in schools	L	Toilets only	Code of Behaviour Supervision Policy	
Annual sports day	H	Harm to pupils by unknown persons	Supervision Policy specific to Sports Day when unknown persons can access school	Specific Supervision Policy
Fundraising events involving pupils	H	Harm to pupils by parents or unknown persons	Adequate supervision by school staff	
Use of off-site facilities for school activities e.g. Hurling Field	H	Harm to pupils	Adequate supervision by school staff	
School transport arrangements	M	Harm to pupils	Bus company to be approved by Board Bus company to supply copy of insurance, Child Protection Policy and Garda vetting data for drivers	Copy of paperwork
Administration of Medicine	H	Harm to pupils	Policy in place for the administration of medication to pupils. Trained personnel only, working in pairs where possible. Written permission from parents. Correct storage and identification of medicines. Escalation process where situations are beyond control of staff.	

Administration of First Aid	H	Harm to pupils	School First Aid Policy, adequate number of trained personnel.	
Prevention and dealing with bullying amongst pupils	H	Harm to pupils by school personnel or by other pupils	Anti- Bullying Policy/Procedures Curriculum areas such as SPHE, Stay Safe etc. taught in full Internet Safety Training provided by Board Anti- Bullying Committee facilitates Bullying Prevention Activities PDST training available to staff	
Use of external personnel to supplement curriculum	H	Harm to pupils	External personnel never left on their own with pupils. Staff member always present. External personnel are Garda Vetted	

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Care of pupils with specific vulnerabilities/needs, such as – <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • LGBTchildren • Pupils perceives to be LGBT • Pupils of minority religious faiths • Children in care • Children on CPNS 	H	Bullying	<ul style="list-style-type: none"> • Child Protection Notification Scheme – Child Protection Plan • Anti-Bullying Policy • Code of Behaviour • Supervision Policy 	<ul style="list-style-type: none"> • Child Protection Plan (as required) • Check if existing policies address the specific vulnerabilities/needs listed here.
Recruitment of school personnel – <ul style="list-style-type: none"> • Teachers • SNAs • Caretaker/Secretary/Cleaners • Sports coaches • External Tutors/Guest Speakers • Volunteers/Parents in school activities • Visitors/contractors present in school during school hours 	H	Harm not recognised or properly or promptly reported	Contractors on site for major projects – construction areas must be cordoned off so that there is no hazard to school personnel. Contractor personnel not allowed into working school areas unless supervised/accompanied. All staff in direct contact with pupils are Garda Vetted Child Safeguarding Statement & DES procedures made available to all staff Staff receive training in Child Protection matters Volunteers/Parents are Garda vetted	
Use of school premises by other organisations during school day	H	Harm to pupils	Vetting procedure; Supervision.	Generally, school not available to other organisations by day
After-school use of school premises by other organisations	M	Harm to pupils	Organisations that work with children and who use school must provide Garda Vetting/Child Protection Data and Insurance docs.	

Children attending Church services as Altar Servers during school time	H	Harm to pupils	Children will only be allowed attend these ceremonies if collected and brought to the Church by their parents	Priests, Sacristan, Altar Servers and their parents informed each year

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Student Teachers undertaking training placement in school	M	Harm to pupils	Vetting procedure; Supervision. Class Teacher present at all times	
Use of video/photographer/other media to record school events	M	Harm to pupils	Inform parents/adults that pictures/videos taken must not be posted on social media without consent. Professional photographers to be by permission only. Professional School Photographers to be Garda Vetted (Annual Visit)	Photographer to be Garda vetted

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.

This risk assessment was completed with input from staff, pupils, parents and Board of Management.

The Board of Management completed this risk assessment on March 5th, 2018. It will be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed:  Date: 5/3/18

Chairperson, Board of Management

Signed:  Date: 5/3/18

Principal/Secretary to the Board of Management,