



Child Safeguarding Risk Assessment Policy

Child Safeguarding Statement

Saint Joseph's NS is a **primary school** providing primary education to pupils from **Junior Infants to Sixth 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 Addendum to Children First (2019), the Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Saint Joseph's NS has agreed the Child Safeguarding Statement set out in this document.

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 (revised 2023)** as part of this overall Child Safeguarding Statement.

Key Personnel

Role	Name
Designated Liaison Person (DLP)	Dominic Gallagher
Deputy Designated Liaison Person (Deputy DLP)	Áine McGrath
Relevant Person (For providing information and the statement on request)	Dominic Gallagher

Principles of Best Practice

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. The school will adhere to the following principles of best practice:

- Recognise that the **protection and welfare of children is of paramount importance**.
- Fully comply with its **statutory obligations** under the Children First Act 2015 and other relevant legislation.
- 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.
- Develop a practice of **openness with parents** and encourage parental involvement.
- Fully respect **confidentiality requirements** in dealing with child protection matters.

Child Safeguarding Risk Assessment Policy

Procedures and Measures in Place

The following procedures/measures are in place:

- **Staff Investigations:** The school adheres to the relevant procedures set out in **Chapter 7 of the Child Protection Procedures (revised 2023)** and to the relevant agreed disciplinary procedures for school staff.
- **Recruitment and Vetting:** The school adheres to the statutory **vetting requirements** of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 and wider duty of care guidance.
- **Training and Information:**
 - 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 and Board members to avail of relevant training.
 - The Board of Management maintains records of all staff and Board member training.
- **Reporting Concerns:** All school personnel are required to adhere to the procedures set out in the Child Protection Procedures (revised 2023), including the mandated reporting requirements under the Children First Act 2015 for all registered teachers employed by the school.

Child Safeguarding Risk Assessment

Written Assessment of Risk of Saint Joseph's National School Kinvara

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 (revised 2023), the following is the Written Risk Assessment of Saint Joseph's National School.

School Context

St Joseph's NS is a co-educational primary school catering for Junior Infants to Sixth Class, including a Junior Autism Class and a Senior Autism Class.

The school comprises two buildings: the main building (with both single and two-storey sections and four flights of stairs) and a second two-storey building across the staff carpark, accessed via a lined pedestrian walkway.

All gates to the school are closed and bolted after 9:10am, and access to the buildings is controlled by key-fob entry or through the school office.

An afterschool service operates within the school building with its own video-controlled access system.

Child Safeguarding Risk Assessment Policy

1. List of School Activities

The assessment considered risks across a wide range of activities, including (but not limited to):

Category	Activities
Daily Operations	Daily arrival/dismissal, recreation breaks, classroom teaching, one-to-one teaching/counselling, use of toilet/changing areas.
External Activities	Sporting activities, school outings, school trips (including overnight/foreign travel), use of off-site facilities.
Pupil Care	Care of children with SEN (including intimate care), management of challenging behaviour (including restraint), administration of Medicine/First Aid, curricular provision (SPHE, RSE, Stay Safe), prevention/dealing with bullying .
Vulnerable Pupils	Care of pupils with specific vulnerabilities/needs such as those from ethnic minorities, Traveller community, LGBT children, children in care , children resident in IPAS centre , or those on CPNS .
Personnel	Recruitment of all personnel (teachers, SNAs, cleaners, coaches, volunteers, visitors/contractors).
Technology	Use of Information and Communication Technology (ICT) by pupils, use of video/photography/other media.
After-School/External Use	After-school/daytime use of premises by other organisations, Breakfast/Homework clubs.

2. Identified Risks of Harm

The school has identified the following risks of “**harm**” (as defined in the Children First Act 2015) in respect of its activities:

- Risk of harm **not being recognised** or **not being reported properly and promptly** by school personnel.
- Risk of child being harmed in the school by a **member of school personnel, another child, or a volunteer/visitor**.
- Risk of child being harmed while participating in **out of school activities**.
- Risk of harm due to **bullying** or **inadequate supervision** (in school or out of school).
- Risk of harm due to **inappropriate relationship/communications** (child/adult, child/child).

Child Safeguarding Risk Assessment Policy

- Risk of harm due to inappropriate **access/use of computers, social media, phones**.
- Risk of harm to children with **SEN** who have particular vulnerabilities, or while a child is receiving **intimate care**.
- Risk of harm in **one-to-one** teaching, counselling, or coaching situations.
- Risk of harm caused by a member of school personnel communicating inappropriately with pupils via **social media, texting or digital device**.

3. Procedures in Place to Manage Risks

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

Risk Management Area	Procedures/Policies in Place
Compliance & Training	All personnel provided with the Child Safeguarding Statement and Child Protection Procedures . Staff adhere to the Procedures and the Children First Act 2015 . Records maintained of staff/Board training.
Curriculum & Behaviour	Full implementation of the Stay Safe Programme, SPHE curriculum, and Anti-Bullying Policy. Code of Behaviour for pupils.
Supervision & Safety	Yard/playground supervision policy (including toilets/changing rooms). Health and safety policy. Critical Incident Management Plan.
Personnel	Adherence to Garda vetting legislation. Codes of conduct for all staff. Compliance with agreed disciplinary procedures for teaching staff.
Specific Care	Special Educational Needs policy. Intimate care policy/plan. Policy and procedures for administration of medication and First Aid.
Technology/Media	ICT policy and acceptable use policy for staff and pupils.
External Activities	Policy and clear procedures in respect of school outings . Policy and procedures for the use of external persons (coaches, tutors, etc.).

Child Safeguarding Risk Assessment Policy

4. Flight Risk Assessment and Response Plan

The school acknowledges that a small number of pupils may present as potential flight risks. Individual Flight-Risk Assessments are completed for these pupils and stored on Aladdin as part of each pupil's support file. These plans are shared with relevant staff and reviewed regularly.

Classrooms of pupils identified as flight risks are equipped with a two-way tannoy system to communicate directly with the office in the event of a potential absconding incident. The phrase used is "Code Red – Child – Last Known Location" to ensure a prompt and coordinated response.

All staff are aware of the procedures for responding to a flight risk situation, including safe retrieval, supervision of remaining pupils, and immediate communication with the Principal, Deputy Principal, and SNA team. The school's physical environment (gates, access points, car park crossing) has been risk-assessed to reduce the likelihood of harm and ensure rapid response.

In the event of a flight risk incident, the supervising staff member initiates the Code Red procedure ("Code Red – Child – Last Known Location").

The office alerts the DLP, DDLP, and available SNAs. One adult monitors the child's direction, while another remains with the group.

The Principal coordinates the search and ensures documentation of the incident. Follow-up review occurs within 24 hours.

Statement Adoption and Review

- 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.
- 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.



Child Safeguarding Risk Assessment Policy

Adoption and Review Dates

This Child Safeguarding Statement was **adopted** by the Board of Management on: **11th November 2024**

This Child Safeguarding Statement was **reviewed** by the Board of Management on: **11th November 2024**

Signed copy in School Policy Folder

Signature	Role	Date
Signed: Brian Connolly	Chairperson of Board of Management	11th November 2024
Signed: Dominic Gallagher	Principal/Secretary to the Board of Management	11th November 2024

APPENDIX A: Flight Risk Protocol

The following protocol outlines the immediate steps to be taken if a pupil is observed to leave the school premises without authorisation or adult supervision (a **"Flight Risk"**).

A. Immediate Actions

1. **Stop and Notify:**
 - Staff observing the incident must **immediately instruct the child to stop and return.**
 - **Simultaneously**, immediately notify the **Principal/DLP (Dominic Gallagher)** or **Deputy DLP (Áine McGrath)** using the term **"Code Red - Child's Name - Last Known Location"** to indicate urgency.
2. **Assessment and Pursuit:**
 - The Principal/DLP will **immediately take charge.**
 - A designated staff member will immediately follow the child **without provoking a chase**, maintaining a visual on the child, noting the child's **direction of travel, clothing, and time of departure.**
3. **Containment and Monitoring:**
 - Other staff will be positioned at **all potential exit points** or main surrounding routes to prevent the child from entering a high-risk area (e.g., busy road).
 - All other pupils are to be kept **securely within classrooms or supervised areas.**

B. Escalation and Communication

Step	Action	Responsibility
1.	Direct Parent/Guardian Contact	Principal/DLP (or nominated deputy) contacts the child's parent/guardian with the child's last known location if not located within 10 minutes.
2.	Garda Síochána Notification	If the child cannot be located within 20 minutes , or if the child is heading towards a clear and immediate danger, the Garda Síochána must be contacted immediately.
3.	Tusla/Designated Body (where applicable)	If the child is known to be a child in care or on a CPNS , Tusla (or relevant designated social worker) must be notified of the incident as soon as is practical.

C. Follow-Up and Review

1. **Safe Return:** Child brought to the **bubble room** (quiet, contained) for 5-10 minutes with SNA and a preferred sensory item (e.g., weighted teddy). **Do not reprimand.** Debrief with SET/Class teacher when calm and regulated.
2. **Incident Reporting:** A detailed **written report** of the incident must be completed immediately, including all relevant details, staff involved, and external bodies contacted.
3. **Protocol Review:** Following any Flight Risk incident, the BoM will **review this protocol** and the associated Risk Assessment to determine if procedural or environmental changes are necessary.