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## Child Safeguarding Risk Assessment

### Written Assessment of Risk at Glasnevin ETNS (Glasnevin Educate Together National School)

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 Glasnevin ETNS.

List of school activities	The school has identified the following risk of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
Daily arrival and dismissal of pupils	Risk of harm to children, where traffic and access increases risk	<ul style="list-style-type: none"> <li>● Traffic Management (circulation of Guidance for Pedestrians and Motorists doc)</li> <li>● Equipment to promote safe use of facilities</li> <li>● Gates open/close times controlled</li> <li>● Access to school restricted</li> <li>● Annual review of relevant policies</li> <li>● Regular reminders to parents about procedures.</li> </ul>
School transport arrangements, bus escorts	Risk of harm to children with SEN who have particular vulnerabilities by school personnel	<ul style="list-style-type: none"> <li>● As above</li> <li>● Child Safeguarding Statement &amp; DES procedures made available to all staff, incl escorts</li> <li>● Staff Garda vetted</li> <li>● Policy on Bus Escorts</li> </ul>
Hazards within school and school grounds	Risk of harm to children and adults	<ul style="list-style-type: none"> <li>● Health and Safety policy</li> <li>● Clearing and treating pedestrian areas in severe weather</li> <li>● Grass cutting; maintenance of grounds</li> <li>● School complies with agreed disciplinary procedures for teaching staff</li> </ul>

Access to school throughout the day	Risk of harm to children	<ul style="list-style-type: none"> <li>● Controlled access at all times</li> <li>● Key codes changed regularly</li> </ul>
Recreation breaks	Risk of harm to children	<ul style="list-style-type: none"> <li>● Supervision policy and rota – children remain in yard at all times &amp; get permission from teacher on yard when going to toilet (yard)</li> <li>● Accident/report book (serious accidents/behaviours/bullying)</li> </ul>
Toilet areas	Risk of harm due to inappropriate relationship/communications/behaviour between child and another child or adult	<ul style="list-style-type: none"> <li>● Toileting policy</li> <li>● Designated visitor toilet</li> <li>● Supervision policy</li> <li>● Swimming policy</li> <li>● Designated toilets during community events</li> </ul>
Classroom teaching	<p>Risk of child being harmed in the school by a member of school personnel</p> <p>Risk of allegation against school personnel</p> <p>Risk of harm due to inappropriate relationship/communications between child and another child or adult</p>	<p>Designated place in all rooms for folder and all personnel provided with CSS, The <i>Child Protection Procedures for Primary and Post Primary Schools (revised 2023)</i> are made available to all school personnel</p> <p>School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post Primary Schools (revised 2023)</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and it's Addendum (2019)</p> <p>Staff training on CP regularly, and frequent reminders re policy and procedures</p> <ul style="list-style-type: none"> <li>● Open door culture</li> <li>● Glass panes in all rooms</li> </ul>
One-to-one adult to child context	<p>Risk of harm to children with SEN who have particular vulnerabilities by school personnel</p> <p>Risk of harm in one-to-one teaching, situation</p>	<ul style="list-style-type: none"> <li>● School has a policy in place for one-to-one teaching, open doors, table between teacher &amp; pupil</li> <li>● AEN policy</li> <li>● Glass in windows/doors</li> <li>● Designated place in all rooms with Child Protection docs, CSS, etc</li> <li>● Reminders and training on policy and procedure</li> </ul>
Care of children with AEN, including intimate care needs	Risk of harm to child while a child is receiving intimate care	<ul style="list-style-type: none"> <li>● SEN policy</li> <li>● Intimate care policy</li> </ul>

<p>Managing children with AEN, including those with lack of awareness of personal space and sensory needs</p>	<p>Risk of harm to children and staff (classroom or yard)</p> <p>New climbing frame and swing in ALC Yard</p>	<ul style="list-style-type: none"> <li>● Follow policy on Managing Sexualised Behaviour in children, includes Behaviour Plan</li> <li>● Staff Training by NCSE/other</li> <li>● Follow advise of specialists (as available)</li> <li>● On yard: Supervision by specific staff member with knowledge and skillset to intervene if required, as directed by specialists/as per policy</li> <li>● Home/School agreement follow up; reviewed regularly as preventative</li> </ul>
<p>Bullying among pupils/adults</p> <p>Care of pupils in minority groups e.g. LGBT Children/Pupils perceived to be LGBT; ethnic minorities; traveller community; minority religions; children in care;</p>	<p>Non-teaching of same</p> <p>Risk of child being harmed in the school by another child</p> <p>Bullying of a child or adult</p>	<ul style="list-style-type: none"> <li>● School implements SPHE, RSE, Stay Safe in full</li> <li>● The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i></li> <li>● Anti-bullying campaign, e.g. surveys, slogan competition, workshops/speakers</li> <li>● Code of Positive Behaviour</li> <li>● Inclusion Policy</li> <li>● Dignity at work Policy</li> </ul>
<p>Managing of challenging behaviour amongst pupils, including appropriate use of restraint and sanctions including in-school suspension</p>	<p>Risk of harm due to inadequate code of behaviour e.g.</p> <p>Injury or harm to pupils and staff</p>	<ul style="list-style-type: none"> <li>● Health &amp; Safety Policy</li> <li>● Code of Positive Behaviour policy</li> <li>● Staff training on regular basis</li> </ul>
<p>Use of Information &amp; Communication by pupils, staff and parents</p> <p>Use of video, photography/media</p>	<p>Risk of harm due to:</p> <ol style="list-style-type: none"> <li>1. children inappropriately accessing/using computers, social media, phones and other devices while at school; and during remote learning</li> <li>2. member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other ICT</li> </ol>	<ul style="list-style-type: none"> <li>● Safe ICT Policy</li> <li>● Anti-Bullying Policy</li> <li>● Code of Behaviour</li> <li>● Dignity at Work Policy</li> <li>● Communication policy</li> <li>● Photography Policy</li> <li>● Data Protection Policy</li> <li>● CCTV Policy</li> <li>● Website Privacy Policy</li> </ul>

	3. member of school personnel /parent body accessing/circulating inappropriate material via social media, texting, digital device or other ICT	
Recruitment of new staff	Risk of child being harmed in the school by a member of school personnel  Harm not recognised properly or promptly reported	<ul style="list-style-type: none"> <li>● All staff Garda vetted</li> <li>● Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>● New staff reminded to read and become familiar with the above.</li> <li>● Tusla training module &amp; PDST elearning, and Ongoing regular training</li> </ul>
Training of school personnel in Child Protection matters	Risk of harm not being recognised or reported promptly by school personnel	<ul style="list-style-type: none"> <li>● Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>● DLP &amp; DDLP PDST face to face training</li> <li>● All staff to completed training module &amp; online training in 2018; staff in-house refresher session annually; Whole Staff training 20/09/23</li> <li>● Board of management members encouraged to avail of relevant training</li> <li>● Maintain records of all staff and board member training</li> </ul>
Administration of Medicine	Harm to pupils  Allegation against staff member	<ul style="list-style-type: none"> <li>● See policy</li> <li>● Training of staff on regular basis</li> </ul>
Administration of First Aid	Harm to pupils  Allegation against staff member	<ul style="list-style-type: none"> <li>● Training of staff on regular basis</li> <li>● See Policy</li> </ul>
School outings  Outdoor teaching activities  Sporting activities  use of off site facilities, e.g. Swimming Pool	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, swimming lessons	<ul style="list-style-type: none"> <li>● Learning outside of the school building (policy to be reviewed) See</li> <li>● School trips policy</li> <li>● Aquatics policy</li> <li>● Nb. To ensure adequate supervision, any class of children leaving the school is supervised by 2 adults, as per above policies</li> </ul>

	Risk of harm due to inadequate supervision of children while attending out of school activities	<ul style="list-style-type: none"> <li>Any parental attendance on outings must be sanctioned by class teacher</li> </ul>
<p>Community Events/Visitors to school including:</p> <ul style="list-style-type: none"> <li>Sports Day</li> <li>Art Day</li> <li>Autumn Fair</li> <li>Other fundraising events</li> </ul>	<p>Risk of child being harmed in the school by volunteer or visitor to the school</p> <p>Risk of harm due to inadequate supervision of children</p>	<ul style="list-style-type: none"> <li>Policy on Community Events</li> <li>Pre-registered Volunteers/Parents in school activities</li> <li>Visitors/contractors present in school during school hours - Sign in/out &amp; wear Name badge</li> <li>Visitors/contractors present during after school activities- Sign in/out to &amp; wear Name Badge</li> <li>All visitors, including parents use Designated Visitor toilet</li> </ul>
<p>Participation in extra-curricular activities, including all</p> <p>Participation by pupils in religious ceremonies, religious instruction external to the school</p>	Risk of harm to pupils by personnel outside of school staff	<ul style="list-style-type: none"> <li>ECA policy</li> <li>Garda vetting of all ECA providers</li> <li>Extra supervision by designated parents/Responsible Adult</li> </ul>
Use of external personnel, e.g. Sports Coaches	Risk of harm to pupils by personnel outside of school staff	<ul style="list-style-type: none"> <li>Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>Coaches, etc Garda Vetted</li> <li>Extra supervision by school staff (Teacher remains with class)</li> <li>Policy to do</li> </ul>
Student teachers undertaking work experience	<p>Harm to pupils by personnel outside of school staff</p> <p>Risk of harm not being reported properly and promptly to school personnel</p>	<ul style="list-style-type: none"> <li>Child Safeguarding Statement &amp; DES procedures made available to all staff, including student teachers</li> <li>Vetting procedures</li> <li>See policy</li> </ul>
Students (TY) undertaking work experience	Harm to pupils by personnel outside of school staff	<ul style="list-style-type: none"> <li>See policy</li> <li>Do not have unsupervised access to any children</li> </ul>
After school use of school premises by other organisations	Harm to pupils by personnel outside of school staff	<ul style="list-style-type: none"> <li>Sibling club policy</li> <li>Further policy required e.g. GAA use of hall for training</li> </ul>

School overwhelmed by critical incident, death of child/ staff member	Increased risk to all	<ul style="list-style-type: none"> <li>• The school has in place a Critical Incident Management Plan</li> <li>• ISM meet to familiarise themselves with the Critical Incident Management Plan annually.</li> </ul>

**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 revised 2023*

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.

Glasnevin ETNS has in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as “any potential for harm”. Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to *Children First: National Guidance for the Protection and Welfare of Children* published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

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This risk assessment has been completed by the Board of Management on 20/09/23. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

*Catherine Clune Mulvaney*

Signed \_\_\_\_\_

Date: 25/09/2024

Chairperson, Board of Management

*R London*

Signed \_\_\_\_\_

Date 25/09/2024

Principal/Secretary to the Board of Management