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Child Safeguarding Statement and Risk Assessment

For:	St Aidan's N.S.	(School Name)
At:	Knock Rd, Kiltimagh, Co Mayo, F12XY86	(School Address)

This school is a: (tick appropriate) ☒ primary ☐ post-primary ☐ special school

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) and 2025, Child Protection Procedures for Schools 2025 and Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment 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 Schools 2025 as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Orlene Mooney

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Vivienne Lee

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

Orlene Mooney

(In schools this person is the DLP)

Relevant Person can be contacted on:

(094) 9381679

principal@kiltimaghns.ie

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management, or in an ETB school the Chief Executive or their delegate:

Siobhán Devine

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- ☐ Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- ☐ Fully respect confidentiality requirements as set out in the Child Protection Procedures for Schools 2025 in dealing with child protection matters.
- ☐ Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024)*, and the *Child Protection Procedures for Schools 2025*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

> Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service

~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

> Procedure for the Safe Recruitment and Selection of School Personnel to Work With Children

~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the

school to adhere 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 Department of Education and Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.

~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.

> Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm

~ The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:

- ~ The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.
- ~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.
- ~ The school encourages board of management members to avail of any relevant training and complete child protection training.
- ~ The board of management ensures that records of all staff and board member child protection training are maintained.

> Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla

~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

> Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons

~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

> Procedure for Appointing a Relevant Person (In schools this person is the DLP)

~ There is a procedure in place for appointing a relevant person.

The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025*, the board of management 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 included with the Child Safeguarding Statement.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association, the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment 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

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1.	Daily arrival and dismissal of pupils	Risk of pupils being unsupervised or leaving school with an unauthorised person.	Supervision arrangements are in place at arrival and dismissal by members of the ISM team. Collection arrangements are communicated to parents/guardians and pupils are released only in accordance with agreed arrangements. Children are collected from the office and parent/adult signs for them when leaving or returning
2.	Recreation breaks for pupils	Risk of bullying, inappropriate behaviour or contact and pupils being unsupervised.	A staff supervision rota is in place. Staff follow the Code of Behaviour and Bí Cineálta procedures and report and record concerns appropriately.
3.	Classroom teaching	Risk of inappropriate adult/pupil interaction, inappropriate physical contact or failure to recognise/respond to a disclosure.	Pupils are appropriately supervised. Staff maintain professional boundaries and are familiar with their child protection responsibilities and reporting procedures.
4.	One-to-one teaching	Risk associated with one-to-one interaction, including inappropriate behaviour, communication or physical contact.	One-to-one teaching takes place in an appropriate setting. Professional boundaries are maintained and arrangements are appropriately supervised/observable where practicable.

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
5.	One-to-one learning support	Risk of inappropriate adult/pupil interaction or physical contact.	Support is provided in accordance with school procedures. Professional boundaries are maintained and pupils remain appropriately supervised. Arrangements are transparent and, where practicable, observable/auditable.
6.	One-to-one counselling	Risk associated with confidential one-to-one interaction and failure to appropriately respond to a safeguarding disclosure.	Counselling/support is provided by appropriately qualified personnel. Confidentiality is subject to child protection requirements and concerns are reported in accordance with procedures. Arrangements are transparent and, where practicable, observable/auditable.
7.	Outdoor teaching activities	Risk of inadequate supervision; pupils becoming separated from the group; inappropriate interaction with adults or other pupils.	Appropriate supervision and staff/pupil ratios. Boundaries of the activity are established. Attendance/roll checks where appropriate. Normal child protection procedures apply outside the classroom.
8.	Online teaching and learning remotely	Risk of inappropriate online communication/contact; exposure to inappropriate material; inappropriate recording or sharing of	School Acceptable Use Policy applies. Approved school platforms are used. Staff maintain professional boundaries and use school-approved

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		content; inadequate supervision.	communication channels. Pupils are appropriately supervised.
9.	Sporting activities	Risk of inappropriate physical contact; inadequate supervision; inappropriate behaviour by adults or pupils.	Activities are appropriately supervised. Professional boundaries are maintained. Coaches/external personnel are appropriately vetted where required. School child protection procedures apply. Staff member remains with the group, group are not left with outside personnel
10	School outings	Risk of pupils becoming separated from staff; inadequate supervision; inappropriate interaction with adults; pupils being placed in unsafe situations.	Appropriate risk assessment and supervision arrangements. Adequate staff/pupil ratios. Attendance checks. Emergency contact arrangements. Staff are reminded of child protection responsibilities.

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
11.	Use of toilet/changing areas in schools	Risk of inappropriate behaviour or physical contact; lack of privacy; inappropriate adult assistance.	Pupils' privacy and dignity are respected. Staff provide only necessary assistance. Appropriate supervision arrangements are in place. 2 Staff members must be present when changing a child. Individual care arrangements are agreed where required.
12.	Sports Days Active Week Activities	Risk of inadequate supervision or inappropriate	Activities are planned and appropriately supervised. External

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		interaction during activities, particularly where external personnel are involved.	personnel are subject to relevant safeguarding requirements. Class teacher or member of staff to remain with the group and any external personnel at all times
13.	Fundraising events involving pupils	Risk of inadequate supervision or inappropriate interaction with members of the public.	Pupils are supervised by school personnel and are not left unsupervised with members of the public.
14.	Use of off-site facilities for school activities	Risk of inadequate supervision or inappropriate interaction with members of the public/external personnel.	Facilities are assessed for suitability and pupils remain appropriately supervised by school personnel.
15.	School transport arrangements	Risk of inappropriate adult/pupil interaction	Concerns arising during transport are reported to the school and dealt with according to Child Protection Guidelines.
16.	Care of children with special educational needs, including intimate care where needed	Risk of inappropriate physical contact, lack of privacy or inappropriate adult/pupil interaction.	Individual care arrangements are agreed where required. Staff maintain professional boundaries and respect pupils' privacy and dignity. 2 Members of staff are present during cases of intimate care
17.	Management of challenging behaviour amongst pupils, including appropriate use of	Risk of inappropriate or excessive physical intervention or inappropriate	The Code of Behaviour and relevant procedures are followed. Any physical intervention is used

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	restraint /physical intervention where required	management of behaviour.	only where necessary and appropriate and incidents are recorded as required.
18.	Management of provision of food and drink	Risk arising from inadequate supervision or failure to meet individual dietary/medical needs.	Pupils are appropriately supervised. Relevant dietary, allergy and medical information is communicated to staff via Aladdin profile and appropriate procedures are followed.
19.	Administration of medicine	Risk of inappropriate handling or administration of medication.	School procedures for the administration and storage of medication are followed. Relevant records are maintained. Parental Permission must be obtained from BOM for staff to administer medication
20.	Administration of First Aid	Risk of inappropriate physical contact or lack of privacy during first aid.	First aid is administered by appropriately trained personnel where possible. Pupil dignity and professional boundaries are maintained.
21.	Curricular provision in respect of SPHE, RSE, Stay Safe	Risk of inappropriate content/discussion or failure to respond appropriately to a disclosure.	Programmes are delivered in accordance with relevant Department guidance and school procedures. Staff follow child protection procedures where a concern or disclosure arises.
22.		Risk of bullying, including physical, verbal, relational,	The school's Bí Cineálta procedures and Code of Behaviour

Child Protection Statement and Risk Assessment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	Prevention and dealing with bullying amongst pupils	online or discriminatory bullying.	are implemented. Concerns are reported, recorded and addressed appropriately.
23.	Training of school personnel in child protection matters	Risk that staff may not recognise, respond to or report child protection concerns appropriately.	Required child protection training is provided. Staff are familiar with the Child Protection Procedures, DLP/DDLP arrangements and their reporting responsibilities.
24.	Use of external personnel to supplement curriculum	Risk of inappropriate interaction between external personnel and pupils.	External personnel are appropriately vetted where required, their role is clearly defined and they are appropriately supervised. Class Teacher or member of School Staff remains with the group.
25.	Use of external personnel to support sports and other extra-curricular activities	Risk of inappropriate adult/pupil interaction or physical contact.	Appropriate vetting is undertaken where required. External personnel are supervised and professional boundaries are maintained. Class Teacher or member of School Staff remains with the group.
26.	Care of pupils with specific vulnerabilities/needs	Increased vulnerability to abuse, neglect, bullying or difficulty communicating a concern.	Individual needs are identified and appropriate supports and supervision are provided. Staff are alert to safeguarding concerns and reporting responsibilities.
27.		Risk of bullying, isolation or difficulty	An inclusive environment is

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	Pupils from ethnic minorities/migrants	communicating a safeguarding concern, including where language is a barrier.	promoted. Appropriate communication supports are provided where required and staff remain alert to individual safeguarding needs.
28.	Members of the Traveller community	Risk of bullying, discrimination, exclusion or difficulty reporting concerns.	An inclusive environment is promoted. Bí Cineálta and Code of Behaviour procedures apply to any concerns.
29.	Lesbian, gay, bisexual or transgender (LGBT) children	Risk of bullying, harassment, discrimination or social isolation.	An inclusive environment is promoted. Bí Cineálta and Code of Behaviour procedures are implemented.
30.	Pupils perceived to be LGBT	Risk of bullying, harassment or discrimination based on actual or perceived identity.	Staff are alert to discriminatory behaviour. Concerns are addressed in accordance with Bí Cineálta and school procedures.
31.	Pupils of minority religious faiths	Risk of bullying, discrimination or exclusion based on religious identity or belief.	Respect for diversity is promoted. Bí Cineálta and Code of Behaviour procedures apply to concerns.
32.	Children on CPNS	Risk that relevant child protection information is not appropriately recognised, communicated or acted upon.	DLP follows the Child Protection Procedures and relevant Tusla requirements. Records are securely maintained.
33.	Children with medical needs	Risk arising from individual medical vulnerabilities or	Appropriate medical information and care arrangements are

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
		dependence on adults for care.	communicated to relevant staff.
34.	Recruitment of school personnel	Risk of unsuitable personnel gaining access to pupils	Recruitment, reference-checking and Garda vetting procedures are followed in accordance with relevant requirements.
35.	External tutors/guest speakers	Risk of inappropriate interaction or unsuitable content.	Content/role is agreed in advance. Appropriate vetting and supervision arrangements apply.
36.	Volunteers/parents	Risk of inappropriate adult/pupil interaction.	Volunteers/parents are supervised and vetted where required. Their role and safeguarding expectations are clearly communicated. Class Teacher or Staff member remains with the group.
37.	Visitors/contractors during school hours	Risk of unauthorised access or inappropriate interaction with pupils	Visitors report to the school office. Access is controlled and visitors are appropriately supervised.
38.	Visitors/contractors after school	Risk of inappropriate interaction when normal school arrangements may be reduced.	Access is controlled and appropriate supervision arrangements are established.

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39.	Religious ceremonies/instruction external to school	Risk of inadequate supervision or inappropriate interaction with external adults.	Appropriate supervision arrangements are established and school personnel retain responsibility for pupils participating in school activities.
40.	ICT/social media	Risk of inappropriate online communication, cyberbullying, exposure to inappropriate material or sharing personal information/images	Acceptable Use Policy, appropriate filtering, supervision and online safety education are in place.
41.	Code of Behaviour sanctions	Risk of inappropriate disciplinary practices or inappropriate one-to-one interaction.	Sanctions are applied in accordance with the Code of Behaviour. Professional boundaries and appropriate supervision are maintained.
42.	Work experience students	Risk of inappropriate interaction between students and pupils	Appropriate vetting/safeguarding arrangements are established where required. Students are supervised and their role is defined.
43.	Student teachers	Risk of inappropriate interaction or behaviour.	Student teachers are appropriately vetted and inducted in child protection procedures and

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			supervised during placement
44.	Video/photography/media	Risk of inappropriate use, storage or sharing of pupil images.	School procedures for photography and recording are followed and appropriate permissions obtained where required
45.	After-school use of premises	Risk of pupils coming into contact with adults outside normal school arrangements.	Use of premises is subject to agreed arrangements and organisations are responsible for safeguarding their activities.
46.	Use of premises by organisations during school day	Risk of inappropriate interaction between pupils and external personnel	Access is controlled, external organisations are subject to agreed safeguarding arrangements and pupils remain appropriately supervised.

Additional pages may be added as required

Examples of Activities, Risks and Procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive, and that the inclusion of an example of a policy or procedure on these lists does not make it mandatory. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have 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:

- > Identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities.
- > Identify and assess the adequacy of the various procedures already in place to manage those risks of harm.
- > Identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

Online Safety

The *Addendum to Children First: National Guidance for the Protection and Welfare of Children 2017* 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 and Risk Assessment.

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.

Risk in the context of this Child Safeguarding Statement and 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 the Children First Act 2015: 'harm' means, in relation to a child— (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or (b) sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.

These are examples of policies and procedures that may be used to address Risks of Harm

1. All school personnel are provided with a digital copy of the school's Child Safeguarding Statement and Risk Assessment
2. The Child Protection Procedures for Schools 2025 are made available to all school personnel online
3. School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025
4. A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons
5. The school implements in full the Stay Safe Programme
6. The school implements in full the Social, Personal, and Health Education (SPHE) curriculum
7. School authorities have a code of behaviour and an anti-bullying policy in place in accordance with the department's 'Bí Cineálta' procedures to prevent and address bullying in schools and as outlined in Circular 55/2024
8. The school has complied with the Understanding Behaviours of Concern and Responding to Crisis Situations developed by the Department of Education and Youth to address uncertainty for staff on how to respond when facing crisis situations where there are concerns regarding physical safety
9. The school undertakes anti-racism awareness in senior classes.
10. The school has a yard/playground supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets.
11. The school has a health and safety policy
12. The school adheres to the requirements of the Garda vetting legislation
13. The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment
14. The school complies with the agreed disciplinary procedures for teaching staff
15. The school has a special educational needs policy
16. The school has an intimate care policy/plan in respect of students who require such care
17. The school has in place a policy and procedures for the administration of medication to pupils
18. The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement and Risk Assessment
19. The school ensures all new personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
20. The school encourages personnel to avail of relevant training

21. The school encourages board of management members to avail of relevant training
22. The school maintains records of all personnel and board member training
23. The school has in place a policy and procedures for the administration of First Aid
24. The school has in place a code of behaviour for pupils
25. The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
26. The school has in place a Critical Incident Management Plan

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment.

In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on 1st October 2026 (most recent review date)

Signed:*	<i>Siobhán Deane</i>	Date: <u>1/10/26</u>
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Chairperson of the board of management

Signed:*	<i>Julie Mooney</i>	Date: <u>1/10/26</u>
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Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again in October 2027 (expected review date)

** Document to be printed and signed with original signatures*

Appendix - Location of copies of the Child Protection Procedures and Children First Guidance

This may be in the form of specifying the online location for the procedures (Department of Education and Youth website www.gov.ie/childprotectionschools and/or the school website), providing a link to the Children First National Guidance 2017 [Children First National Guidance 2017.pdf](#), and stating the number and location of hard copies of these procedures available in the school.

Child Protection Procedures in Schools can be found at the following link;

<https://www.gov.ie/en/department-of-education/policy-information/child-protection-procedures-in-schools/>

Children's First National Guidance 2017 can be found at the following link;

https://www.tusla.ie/uploads/content/Children_First_National_Guidance_2017.pdf

Each of the following can be located in the Principal's Office;

Child Protection Procedures for Schools 2025 (2 copies)

Child Protection Case File Booklet

Child Protection Safeguarding Booklet

Child Protection Oversight Booklet

There is also a copy of Child Protection Procedures for Schools 2025 in the DDLP's room.

