



# **Child Safeguarding Statement 2022-2023**



# Child Safeguarding Statement 2022/2023

St. Brigid's G.N.S 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 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of St. Brigid's G.N.S has agreed the Child Safeguarding Statement set out in this document.

- 1 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 2017 as part of this overall Child Safeguarding Statement.
- 2 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. In its policies, procedures, practices and activities, 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 or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
- develop a practice of openness with parents and encourage parental involvement in the education of their children; and fully respect confidentiality requirements in dealing with child protection matters.

The school will also adhere to the above principles in relation to any adult/pupil with a special vulnerability.

3. The Designated Liaison Person (DLP) is: **Catherine Lafferty**

The Deputy Designated Liaison Person (Deputy DLP) is: **Helena Coggins**

4. The following procedures/measures are in place:



- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DES website.
- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres 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 available on the DE website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-

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 to avail of relevant training

Encourages Board of Management members to avail of relevant training

The Board of Management maintains records of all staff and Board member training

- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this school the Board has appointed the above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the schools child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has 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.

- The various procedures referred to in this Statement can be accessed via the school's website, the DES website or will be made available on request by the school.
5. This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association 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.
  6. 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.

This Child Safeguarding Statement was adopted by the Board of Management in September 2019.

This Child Safeguarding Statement was reviewed by the Board of Management on 30/09/2022

Signed:

A handwritten signature in cursive script that reads 'Margaret Lannon'.

**Chairperson of Board of Management  
Management**

**Date:** 26/09/2022

Signed:

A handwritten signature in cursive script that reads 'Catherine Lafferty'.

**Acting Principal/Secretary to the Board of**

**Date:** 26/09/2022



# Written Assessment of Risk of St. Brigid's G.N.S.

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 St. Brigid's G.N.S.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment
Curricular provision in respect of SPHE, RSE and Stay Safe programmes	<ul style="list-style-type: none"> <li>Where absent, pupils vulnerable to threats to personal safety in lacking skill sets to recognise, resist and report abuse</li> </ul>	<p>School implements comprehensive Policies and Programmes for SPHE, RSE and Stay Safe;</p> <ul style="list-style-type: none"> <li>SPHE over a two year cycle - which allows exposure to all stand units (with an continued focus on hygiene etiquette)</li> <li>RSE programme is taught annually on a whole school basis during March.</li> <li>Stay Safe in entirety every two years [January –February] with a recap of the main messages in the intervening year. Junior Infant programme taught annually in its entirety.</li> </ul>



<p>Recruitment of all school personnel:</p> <ul style="list-style-type: none"> <li>• Teachers (including substitute teachers, and pupils on placement)</li> <li>• SNAs</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> <li>• External tutors/Guest speakers</li> <li>• Volunteers/Parents/Guardians</li> </ul>	<ul style="list-style-type: none"> <li>• Inappropriate/unauthorised access to and possible contact with pupils</li> <li>• Spread of the COVID-19 virus</li> </ul>	<ul style="list-style-type: none"> <li>• DES/Teaching Council registration and qualifications</li> <li>• Induction Pack</li> <li>• National Vetting Bureau Requirements</li> <li>• Guidelines for helpers accompanying classes on tours</li> <li>• Guidelines for student teachers on placement</li> <li>• Guidelines for TY students on work experience</li> <li>• Garda vetting for PA members</li> <li>• All school personnel will be inducted on our procedures for preventing the spread of the COVID-19 virus to ensure the safety of all pupils with existing measures that remain in place</li> <li>• Pupils are supervised at all times</li> </ul>
<p>Training of all teaching/SNAs in Child Protection</p>	<ul style="list-style-type: none"> <li>• Child protection issues not sufficiently recognised and/or promptly reported</li> </ul>	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement and referenced DES Child Protection Procedures made readily available to all school personnel (google drive)</li> <li>• All school personnel engage in e-learning programmes provided by Túsla and avail of other opportunities provided to engage in</li> <li>• DLP attended PDST training- Oct 15 2019</li> </ul>



<p>Visitors/Parents/Contractors and/or other entrants may present in school during school hours and after school hours unauthorised</p>	<ul style="list-style-type: none"><li>• Inappropriate access to pupils by being in school without knowledge and/or authorisation</li><li>• Spread of the COVID-19 virus</li></ul>	<ul style="list-style-type: none"><li>• Deputy DLP – Completed The PDST’s E-Learning Presentation Series for Child Protection- March 2022</li><li>• Principal and one other BOM member attended training – February 2018</li><li>• Records of all training are maintained by BOM</li> <li>• Visitors/Parents/Contractors are not permitted to enter the school building, in exceptional cases and prior to making contact with the school</li><li>• Visitors/Parents/Contractors sign in, using our visitors book, once they enter the school building</li><li>• Visitors/Parents/Contractors can communicate with the school by phone or email at <a href="mailto:stbrigid.glasnevin@gmail.com">stbrigid.glasnevin@gmail.com</a></li><li>• The Acting Principal is contactable at <a href="mailto:catherine.lafferty@stbrigid.ie">catherine.lafferty@stbrigid.ie</a></li><li>• Parents can communicate with the class teacher via their dedicated school email</li><li>• If Visitors/Parents/Contractors have been given approval to visit the school, after arriving at the</li></ul>
---	---	---



<p>Daily Arrival and Dismissal of pupils</p>	<ul style="list-style-type: none"><li>• Inappropriate behaviour by older pupils or others</li><li>• Entrants to school without knowledge</li><li>• Junior pupils collected by person other than parent/guardian/designated person</li><li>• Overpopulating the main entrance and exit to the school at arrival and dismissal time which would increase the risk of spreading the virus</li></ul>	<p>school, they must press the buzzer at the main entrance door to the school and then wait until further instruction is given</p> <ul style="list-style-type: none"><li>• All access doors to the school will be kept closed during the day except at designated times eg arrivals/dismissal time</li></ul> <p><b>Arrival Procedures:</b></p> <ul style="list-style-type: none"><li>• School gates will open at 8:40 am. There will be a 10minute window between 8:40 am and 8:50 am within which pupils can enter the school grounds and make their way to their classrooms</li><li>• Parents/Guardians have been notified, by newsletter and parent update, that the Board of Management cannot take responsibility for pupils who arrive and wait outside the school gate and are left unsupervised before 08:40 am each morning</li><li>• Both the small pedestrian gate and the large car-park gate will be used to gain entry to the school building. Pupils in Rooms 5, 6, 13,</li></ul>
--	--	--





		<p>14, 15 and 16 will enter via the small pedestrian gate. Pupils in Room 1,2,3,4, 7, 8,9, 10, 11, 12 and 20 will enter via the vehicle entrance gate</p> <ul style="list-style-type: none"><li>● Pupils entering via the vehicle entrance gate will walk along the railings inside the yellow line</li><li>● Both the pedestrian gate and vehicle entrance gate will be supervised by a staff member(s) between 08:40 am and 08:50 am</li><li>● Parents are asked not to enter the grounds of the school (with the exception of Junior Infant parents) Parents are asked not to congregate at the gate</li><li>● Pupils will go straight to their classes. Teachers and SNAs are scheduled to supervise allocated stations around the school as the pupils make their way to their classrooms between 08:40 am and 08:50 am</li><li>● Pupils will access their classrooms via exit doors as follows: Exit Door 1 (Main Door): Rooms 13,14,15 and 16. Exit Door 2: (Former Electric Doors): Rooms 10, 11 and 12. - Exit Door 3: Rooms 5 and 6. Exit Door 4: Rooms 2,3,4. - Exit Door 5: (Side Entrance at end of ramp): Room 1, 7, 8 and 9. -Room 20 will enter</li></ul>
--	--	---



		<p>via the classroom door that looks onto the small yard</p> <ul style="list-style-type: none"><li>• All doors will close at 08:50 am sharp</li></ul> <p><b>Dismissal Procedures:</b></p> <ul style="list-style-type: none"><li>• Junior/Senior Infants released individually to parent/guardian/designated person at Exit Door 2/3/4</li><li>• Bus/Taxi Drivers and creche personnel collect junior/senior infants at classroom doors at 1:25 pm (class teacher will have list inside the door of those pupils travelling by bus/taxi together with a list of those collected by the creche personnel also)</li><li>• Bus driver collect pupils in 1st-6th class at the main entrance door at 2:25</li><li>• 1st class will be dismissed at 2:25 pm. The 2 classes will line up at 2 designated points, the vehicle entrance gate and the pedestrian gate. 2nd class will be dismissed from the pedestrian gate at 2:27 pm. - 3rd/4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup> class pupils will be dismissed from the pedestrian gate at 2:30 pm</li><li>• If pupils who have not been collected on time by their</li></ul>
--	--	---



<p>One to One teaching and involvement</p>	<ul style="list-style-type: none"><li>• Inappropriate behaviour by school personnel</li></ul>	<p>parent/guardian/designated person, their class teacher will accompany the pupils to the office where their parents/guardians will be called</p> <ul style="list-style-type: none"><li>• Pupils are advised to walk back to school if they are not collected at collection point</li><li>• If a teacher is, for any reason, alone in a classroom with one pupil and there is no glass panel on the door, the door will be kept open, with occupants visible at all times (relevant to the prefab classrooms only)</li><li>• Glass panelling in all classrooms, as of August 2022, except for the Sensory Room and SET Custer classroom (both rooms are located in the prefab)</li><li>• Work carried out by SNA is under the direction of the class teacher</li><li>• Glass panelling in SNA room</li><li>• Where possible, SNA's work in pairs if they are withdrawing pupils in the multi-sensory space</li></ul>
--	---	---



<p>Pupils with intimate care needs</p>		<ul style="list-style-type: none"><li>● Toilets in classrooms</li><li>● SNA leaves cubicle door opened when attending to pupil</li><li>● In the first instance, the pupil will be offered fresh clothing to clean and change themselves</li><li>● Where possible, 2 SNA's (1 SNA and 1 teacher) are present if pupils needs to be washed or changed</li></ul>
<p>Toilet Areas/Toileting</p>	<ul style="list-style-type: none"><li>● Inappropriate behaviour by school personnel</li></ul>	<p>Procedures for breaktime:</p> <p><b>10:35 break</b></p> <p>Junior Yard: (7 classes)</p> <ul style="list-style-type: none"><li>● The junior pupils can use the toilet in Room 20</li></ul> <p>Senior Yard: (10 classes)</p> <ul style="list-style-type: none"><li>● The senior pupils walk independently to use the toilets in Room 20</li></ul> <p>*Toilet use is discouraged at the 10:35 break but Room 20 can be used in the event of an emergency</p> <p><b>12:30 break</b></p>



<p>Administration of Medication</p> <p>Administration of First Aid</p> <p>Participation in sports and other activities:</p> <ul style="list-style-type: none"><li>● Coaching/Specialist lessons</li><li>● Matches outside</li><li>● Sports day</li><li>● Religious ceremonies</li><li>● School tours</li><li>● Swimming</li></ul>	<ul style="list-style-type: none"><li>● Inappropriate behaviour</li><li>● Inappropriate behaviour by school personnel</li><li>● Inappropriate behaviour by school personnel</li><li>● Inappropriate behaviour/contact</li></ul>	<p>Junior Yard: (7 classes)</p> <ul style="list-style-type: none"><li>● The junior pupils use the toilet in Room 20</li></ul> <p>Senior Yard: (10 classes)</p> <ul style="list-style-type: none"><li>● The senior pupils use the toilet in Room 20</li></ul> <ul style="list-style-type: none"><li>● Administration of Medication Policy in place</li><li>● 5 members of staff trained in paediatric first aid (expires November 2022)</li><li>● 5 members of staff trained in general first aid (expires October 2023)</li><li>● First aid station, inclusive of the defibrillator, beside office in view of Principal/Secretary</li><li>● All activities always under supervision of teacher</li><li>● Class teacher remains with class for duration of lesson</li><li>● Two adults accompany pupils at sports events outside the school</li></ul>
---	---	--



<p>Morning Club/After-school Clubs</p>          <p>Movement around the building</p>	<ul style="list-style-type: none"><li>• Inappropriate behaviour/contact</li></ul>          <ul style="list-style-type: none"><li>• In appropriate behaviour/contact</li></ul>	<ul style="list-style-type: none"><li>• Class teacher accompanies class outside for outdoor external coaching</li><li>• School Tour Policy</li><li>• Swimming Health and Safety Statement provided by swimming pool when school bookings are made</li></ul>  <ul style="list-style-type: none"><li>• The children are supervised at all times</li><li>• Pupil-teacher ratio (maximum 20 pupils)</li></ul>  <ul style="list-style-type: none"><li>• If parents arrive to collect pupils early, two pupils accompany the pupil to be collected down to reception after an announcement is made over intercom</li><li>• Children on messages go in pairs</li><li>• SET teachers collect/drop off all pupils junior infants-second class from/to class</li><li>• Pupils in third-sixth class who attend SET, in a group, can make their own way to the SET teacher's room</li></ul>
---	---	---



<p>Use of Information and Communication technology</p>	<ul style="list-style-type: none"> <li>• Inappropriate communication with inappropriate persons.</li> <li>• Access to age-inappropriate material</li> </ul>	<ul style="list-style-type: none"> <li>• All pupils who are withdrawn individually are collected/dropped from/to class by SET</li> <li>• Acceptable Usage Policy</li> <li>• Stay Safe programme</li> <li>• Data Protection policy</li> <li>• Anti -Bullying Policy</li> <li>• Workshops re Internet Safety for 2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup> class, for parents and for staff to take place every two years (last workshops were February 2022 - delivered online)</li> </ul>
<p>Use of video/photography</p>	<ul style="list-style-type: none"> <li>• Access to images/video</li> </ul>	<ul style="list-style-type: none"> <li>• Acceptable Usage Policy</li> <li>• Parents are requested not to share video footage of class at school events on social media etc</li> <li>• Photographs/video used by school personnel for school purposes only</li> <li>• Children's are photographed in groups/whole class setting only and full names are not added to any school posts on our school Twitter account/website</li> </ul>



<p>Remote Teaching &amp; Learning</p>	<ul style="list-style-type: none"> <li>• Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms</li> </ul>	<ul style="list-style-type: none"> <li>• Policy on Remote Teaching &amp; Learning in place</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 2014 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.





## Notification regarding the Board of Management's review of the Child Safeguarding Statement

To: School Community - St. Brigid's G.N.S.

The Board of Management of St. Brigid's G.N.S. wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of September 30th 2022.
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the Department's website [www.education.ie](http://www.education.ie)
- Please see the reviewed Child Safeguarding and Risk Assessment in the About/School Policies section of our website [www.stbrigid.ie](http://www.stbrigid.ie)

Signed:

Chairperson of Board of Management

Management

Date: 26/09/ 2022

Signed:

Acting Principal/Secretary to the Board of

Date: 26/09/2022