



Bord Oideachais & Oiliúna
LUIMNIGH & AN CHLÁIR

LIMERICK & CLARE
Education & Training Board

Child Safeguarding Mandatory Template 1



Policy Area	Child Protection
Version	1.0
Date	Created: October 2024
Monitored	Every 3 years
Responsibility	Principal
Approval	Director of Schools / Single Manager
This policy document is an uncontrolled copy. Each staff member should consult StaffCONNECT for the latest version of this document.	

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Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template **Child Safeguarding Statement**

Fedamore Community National School Child Safeguarding Statement

Fedamore Community National School is co-educational, multi-belief primary school and is under the patronage of Limerick and Clare Education and Training Board. The school aims to promote the full and harmonious development of the child, intellectual, physical, cultural, moral and spiritual. Fedamore CNS seeks to provide a high standard of education where each child is encouraged to reach his/her personal potential.

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 single manager of Fedamore CNS 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 (revised 2023)* as part of this overall Child Safeguarding Statement

2. The Designated Liaison Person (DLP) is Jacintha Mullins

3. The Deputy Designated Liaison Person (Deputy DLP) is Laura Quirke

4. The Relevant Person is Jacintha Mullins

(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)

5. 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.

6. 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie 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 gov.ie 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.

- 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 the gov.ie website or will be made available on request by the school.

Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

7. This statement 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.
8. 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 Single Manager on

Signed:

Chairperson BOM

Principal
Date:

Child Safeguarding Risk Assessment

Written Assessment of Risk of Fedamore Community National School

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, the following is the written risk assessment of Fedamore Community National School.

List of school activities	Risk of harm	Preventative Measures
Daily arrival	Potential risk of children roaming around the grounds of the school.	- Staff on site from 8.40am onward - Supervision from 8:50 onwards
	Dropping children off early – no supervision in place before 8.40am	- Staff aware of children who struggle with the transition into the school. - Parents regularly reminded to drop children directly to classroom door/ wait with children until teacher arrives.
Dismissal of pupils at home time	Strangers collecting children Children getting lost	- Only parents or nominated contact can collect. - If an emergency arises, parents must phone the office to notify staff that another person will collect the children the children will not be released otherwise. - Familiar adult eg. SNA / other teacher always supporting substitute teachers with dismissal. - Children who are late being collected will be brought to the reception area to make contact via the school phone. - Parents will be phoned to remind them to collect their children on time - Tusla will be phoned in the situation that a parent cannot be reached that evening - Parents are notified to supervise their children when leaving the grounds of the school
Handover from parents to school staff in the mornings and evenings	Children upset Challenging behaviour	- Principal/SNA available in mornings and evenings - SNA and teacher on morning supervision at 8.50am.
Demands and instructions from teachers to pupils	Requests to engage/complete an activity may lead to severe upset in some instances.	- Follow child's lead. - Calming strategies distraction and resettling techniques used. - Phone calls to inform parents if above is not effective.
Recreation breaks for pupils	Accidents – trips/ falls	- Gates closed on yard when children have yard time

	Bleeds Head bumps Cuts and bruises Swelling Inappropriate behaviour between children Please see Safety Statement and Risk Assessment for further details	- Adequate staff on duty Staff monitoring and supervising students - Teacher always on yard - Yard accident procedures and policies in place. - Accident book to be filled whilst on yard to monitor behaviour/accidents - Designated first aiders on staff - Staff collecting children on time - Staff handover in relation to yard accidents / incidents from yard teacher to classroom teacher - Classroom teachers to phone parents for head bumps and serious accidents / inform at the end of the day about minor accidents or any visual bumps, marks, bruises. - Critical incident policy in place for major accidents - Condition of yard monitored regularly - School yard powerhosed
Movement around the classroom and school grounds	Trips/ falls Scissors hazards	- Teachers explicitly teaching safety around the classrooms and use of classroom equipment - All staff upholding high standards of Health & Safety in the classrooms and on the corridors - Children briefed on hazards in woodland area- nettles, thorns, low branches
Group teaching (withdrawal) One-to-one teaching (withdrawal)	Children on their own with a staff member	- Open door policy to protect child and staff member - All staff aware of child protection procedures - Staff to link in with other staff as required if working with a child who may be high risk
One-to-one behavioural support (withdrawal)	Children on their own with a staff member	- Open door policy to protect child and staff member - All staff aware of child protection procedures
Minor Accidents	Scrapes Cuts Bruises	- Staff to deal with accidents on yard - Parents to be informed when necessary
Serious Accidents	Major head injuries Loss of blood Broken bones	- Staff to deal with accidents on yard - Principal to be informed asap - Emergency services to be phoned - Parents to be informed
Children not feeling well	Fainting Vomiting	- Principal to be informed - Class teacher to make call home
Child has seizure	Loss of consciousness Child hurt in fall	- Medical procedures to be followed - Medication to be administered by MN as per directions - Ambulance to be called - Parents to be called
Outdoor teaching activities or PE lessons	Accidents – trips/ falls Bleeds Head bumps Cuts and bruises Swelling	- Yard Accidents procedures in place - Notifying parents - Staff to record accidents - Follow up phone calls with parents in place - Ensure gates are closed
Sporting Activities	Accidents – trips/ falls Bleeds Head bumps	- Yard accidents procedures in place - Notifying parents - Staff to record accidents

	Cuts and bruises Swelling	- Follow up phone calls with parents in place - Ensure gates are closed
School tours and outings	Children going missing Accidents on tour Children feeling sick	- Adequate staff supervision 1: 10/1:8 staff: children - Staff meetings prior to tours each morning - First Aid Bags to be brought - Medication to be brought where applicable - Parental permission to be sought - Head counts regularly - Phone numbers of all staff attending shared - School tour guidance to be followed
Use of toilet in the classroom and on yard	Children locked in the toilet	- Children asked to shout for help if they are stuck - Supervision of toilet area for pupils with SEN
Changing clothing for matches, plays, swimming, etc.	Child protection concerns	- Children to be supervised by staff at all times - At least 2 members of staff supervise changing where possible
Infectious Disease	Spread of infection to children including Covid 19	- Parents are required to inform the school when their child is sick - Staff and parents notified about possible infection diseases - Mitigating measures such as proper ventilation and hand sanitisation - Letters issued home as directed by HSE
Fundraising events	Harm to children due to new activities that are usually not undertaken in school	- Carry out risk assessment prior to new events taken place - Adequate supervision in place
Use of off-site facilities for school activities such as Fedamore community centre or GAA field	Lack of proper facilities Locked toileting facilities	- Children encouraged to use bathrooms before leaving the school grounds - Short trips to avoid accidents
Changing of children if they have a toileting accident or clothing accident	Child abuse Risk of harm to a child while receiving intimate care	- Child protection policies in place - Care plans for children who need assistance with toileting. - Staff to work in pairs to protect the child and themselves
Challenging Behaviour	Self-injurious behaviour	- Code of behaviour in place - Calming strategies in place - Procedure for dealing with escalation of behaviour in place - Removal of demands and requests from staff - Staff to keep a safe distance whilst supervision remains in place for the child - Principal to call parents if child is distressed to take the children home
Administration of Medication	Causing harm to the child in terms of overdose or choking hazards Allergies-anaphylactic shocks	- Administration of Medication policy - No oral medications - Meetings between teachers and parents to handover information in relation to medical needs - Medical profile for all children with

		allergies/prescription medication - First Aid Course for staff
Child Abuse	Physical, emotional, sexual abuse or children neglected Risk of harm not being recognised by school personnel	- Curricular provision in respect of SPHE, RSE, Stay Safe - Training of school personnel in child protection matters - Promotion of culture of trust and safety with children knowing they are safe to speak with any member of the school teaching/sna staff about anything that concerns them
Bullying	Emotional abuse or physical abuse Risk of child being harmed in the school by another child Risk of harm to children who may have brought bullying to teacher's attention Cyber Bullying	- Prevention and dealing with bullying amongst pupils - Whole school awareness in relation to bullying - Bullying lessons thoughts through SPHE - Children taught to tell adults and of the importance of telling - Discussion on language of bystander, victims, perpetrators. - Internet safety talks for children and parents. - Bullying policy shared with all stakeholders - Promotion of culture of care and kindness - Behaviour monitoring sheets used for recording observed behaviours
Use of Technology /Remote Learning	Cyber Bullying Children accessing website or images that are not age appropriate Length of time engaging with technology	- Safety and parental locks - Children only using ipads and computers when supervised - Cyber bullying explicitly taught - Stay safe online learning at all ages - Safe use of technology taught to all - Stay Safe programme
Racism	Emotional abuse or physical abuse Risk of child being harmed in the school by another child	- Prevention and dealing with racism amongst pupils - Whole school awareness in relation to racism - Anti-racism lessons thoughts through SPHE - Promotion of CNS core values of respect, equality and care through GMGY programme and more generally in the development of positive and inclusive school culture.
Use of external personnel to supplement curriculum. NEPS or SEN visitors Parental volunteers	Children with unknown person Risk of child being harmed in the school by volunteer or visitor to the school Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while the child is participating in 'out of school activities' Risk of harm due to inappropriate relationship/communications between child and another child or adult	- Garda Vetting to be in place for all external coaches/ NEPS and SEN visitors/parental volunteers - Teacher to supervise class when visiting teacher/ external coach is with the children

Contractors / maintenance work carried out in school	Harm to children from works or equipment	- All contractors / work people must sign in through the office - The majority of this work will be completed after school hours - Emergency works can be completed during the school in zones granted by principal - Children will vacate the room during these works
Care of pupils with specific vulnerabilities/ needs	Harm to children on the basis on their needs - English is not their first language - Pupils from ethnic minorities/migrants - Members of the Traveller community - Children from Roma backgrounds - Pupils perceived to be LGBT - Pupils who self-identify as LGBT - Pupils of minority religious faiths - Children who are non-verbal - Children who have special educational needs	- Extra care given to children in terms of communication. - Student support - Behaviour support - SSP's in place - Children receiving maximum supports in terms of EAL tuition, School Support Plus teaching etc.
ICT Usage in school	Exposure to inappropriate content online Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school	- Safety measures in place outlined in our Acceptable Use Policy
Mobile Phone Usage	Exposure to inappropriate content online Children recording or taking images in school	- Mobile phone usage is not allowed amongst pupils - Sanctions outlined in our Code of Behaviour for misuse of the internet and school devices
Sanctions from our Code of Behaviour	Emotional upset for students and their families	- Staff to be mindful of emotional upset to families whilst still having to carry out sanctions of the code of behaviour
Student teachers undertaking school placement in our school	Unexperienced staff with children	- Class room teacher and SNA to support as required. - Provide supports for the student teacher and inform of all policy and procedure.
Use of video/photography /other media to record school events	Children being photographed or videoed without permission	- Permission sought from all parents - Staff to use school devices, not personal devices
Poor behaviour	Risk of harm due to inadequate code of behaviour	- Code of Behaviour regularly reviewed

Social Media	Risk of harm caused to a child accessing/circulating inappropriate material via social media, texting, digital device or other manner	- Informing parents of age limits on social media sites - Internet safety talks for parents and children annually - Webswise resources used in senior classes & social media lessons - Letter to alert parents about social media issues when we are informed of dangers to children online, in the home setting. - Community Garda to visit senior classes to discuss online safety
Use of appropriate media by teachers in classroom- photos, videos. Participating in online lessons and learning remotely (use of Microsoft Teams and Seesaw)	Risk of harm due to use of online learning platforms – (Microsoft Teams and Class dojo)	- All school personnel are provided with a copy of the school's Child Safeguarding Statement, The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) - all staff are required to adhere to the Children First Act 2015
Sharing of Information	Oversharing of information GDPR issues	- GDPR training for all staff - Sensitive data stored in principal's office – Child Protection files and SEN files - Aladdin software protected by password - Confidentiality promoted amongst staff

In addition:

- The school is committed to continuing CPD for all staff where necessary.
- The school implements the Stay Safe Programme in its entirety.
- The school implements the SPHE curriculum.
- The school implements the 'Relationships and Sexuality Education' Programme.
- The school has implemented: *'Fun Friends' / 'Friends for Life'*
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's Anti- Bullying Procedures for Primary and Post-Primary Schools
- The school has yard/playground procedures to ensure appropriate supervision of children during, assembly, dismissal and breaks.
- The school has a Health and Safety policy.
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.
- The school follows the codes of conduct for school personnel as agreed with the relevant partners such INTO, IMPACT and the Teaching Council.
- The school complies with the agreed ETB disciplinary procedures for teaching staff and SNAs The school has a Special Educational Teaching policy.
- The school has an intimate care policy/plan in respect of students who require such care.
- The school has procedures for the administration of medication to pupils.
- The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement.
- The school ensures all new staff are directed to a copy of the school's Child Safeguarding

Risk Assessment.

- The school encourages staff to avail of relevant training.
- The School encourages board of management members to avail of relevant training.
- The school Maintains records of all staff and board member training.
- The school has in place a code of behaviour for pupils.
- The school has in place an Acceptable Use Policy for staff and for pupils in respect of usage of ICT.
- The school has in place a Critical Incident Management Plan.
- The school has procedures for the use of external persons to supplement delivery of the curriculum.
- All teachers, coaches and parents who are dealing with the children are garda vetted.
- The school has in place a policy and procedure in respect of Accident and Incident reporting and Investigation policy.
- The school adheres to the Data Protection policy.
- The school has an Internet Safety and Acceptable Use policy in place.
- 'Microsoft Teams' and 'Class dojo' are the only virtual learning environments permitted to be used in the school.

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.

Signed:

Chairperson BOM

Principal

Date:

