



Convent of Mercy N.S.,
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Child Safeguarding Statement & Risk Assessment

Child Safeguarding Statement

Convent of Mercy 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's 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 Convent of Mercy 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 Designated Liaison Person (DLP) is **Mrs Celine Clarke (Principal)**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Ms Karen Gilroy (Deputy Principal)**
- 4 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.

- 5 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



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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 DES and available on the DES 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, 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 attached as an appendix to these procedures.
- 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.

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.

- 6 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 7 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 on **13th February 2023.**

Signed: Alan Traynor
Chairperson of Board of Management

Date:- 13th February 2023

Signed: Celine Clarke
Principal/Secretary BoM

Date:- 13th February 2023



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Child Safeguarding Risk Assessment

Written Risk Assessment of the Convent of Mercy N.S., Belturbet, Co. Cavan

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 Convent of Mercy N.S., Belturbet, Co. Cavan.

<i>List of School Activities</i>	<i>Risk Level</i>	<i>The School has identified the following Risk of Harm</i>	<i>The School has the following Procedures in place to address risk identified in this assessment</i>
<i>Training of school personnel in Child Protection matters</i>	High	Harm not recognised or reported promptly	<p>The school's "Child Safeguarding Statement" & "Child Protection Procedures for primary and post-primary schools 2017" made available to all staff</p> <p>School staff are expected to adhere to the Child Protection Procedures</p> <p>DLP& DDLP to attend PDST face to face training</p> <p>All Staff to view Túsla training module & any other online training offered by PDST</p> <p>BOM records all records of staff and board training</p> <p>The school implements in full the Stay Safe Programme, the SPHE Programme.</p>
<i>One to one teaching</i>	Med	Harm by school personnel	<p>School has policy in place for one-to-one teaching</p> <p>SEN Policy</p> <p>Open door/glass in doors</p> <p>Glass in window</p>
<i>Care of Children with special needs, including intimate care needs</i>	High	Harm by school personnel	<p>Policy on intimate care</p> <p>SNA Policy</p> <p>SEN Policy</p> <p>Implementation of Child Protection Procedures</p>



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<i>Toilet areas</i>	High	Inappropriate behaviour Risk of child being harmed	Usage and supervision, teachers will monitor this appropriately.
<i>Curricular Provision in respect of SPHE, RSE, Stay safe.</i>	Med	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full Relevant Topics in the Weaving Well-being Programme Friends for Life 5 th & 6 th Class Zippy Friends (Junior Classes)
<i>Daily arrival and dismissal of pupils</i>	Med	Harm from older pupils,	<p>Pupils are dropped at top gate each morning. The Top gate opens at 9.10 am and is closed at 9.30 am. It is the responsibility of parent/guardian to remain with their child until staff member open the gate at 9.10 am</p> <p>Junior Infant children are escorted down to their classroom by member of staff. All other classes are supervised on path down by members of staff on duty.</p> <p>Daily dismissal of pupils Names and contact details who have permission to collect each child are provided by Parents/guardians of Junior Infants pupils each September prior to school commencing. Parents must advise the school of any changes regarding the collection of their child. Infants are handed over to their parents/guardians/childminders by their teacher. All other classes are escorted to the top gate by their teachers for dismissal. It is the responsibility of parents/guardians to put safe measure in place for the collection of their child at home time.</p>



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<i>Daily arrival and dismissal of pupils</i>	Med	<p>Harm from older pupils</p> <p>Children being collected by adults not known to them</p> <p>Children not being collected at all</p>	<p>Names and contact details of adults who have permission to collect each child are provided by parents/guardians at the beginning of each school year and stored on Aladdin.</p> <p>Any unknown adults that are collecting a child must be made known to the school beforehand, if the school has not been informed the class teacher will call the parents to confirm that the child has permission to go with the adult. Court orders must be shared with the school.</p> <p>Pupils supervised by teachers during school hours only. Supervision of children by their parents</p> <p>Infants & 1st class are handed over to their parents/guardians/childminders by their teacher</p> <p>The school must have permission from the parents to allow a child to walk home</p> <p>Parents are expected to inform the school if they have made alternative arrangements for collection</p> <p>Pupils who are collected late are to wait with the supervising teacher and a call will be made to the parent/guardian or emergency contact</p> <p>Code of Behaviour</p>



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<i>Managing of challenging behaviour amongst pupils</i>	High	Injury to pupils and staff Risk of harm to child	Compliance with guidelines and DES circulars Health & Safety Policy Code Of Behaviour
<i>Sport activities:</i> <ul style="list-style-type: none"> <i>School teams in sporting competitions</i> <i>In school training with sports Coaches</i> 	Med	Harm to pupils, visiting coaches & school personnel Use of toilets and changing facilities	Child safeguarding statement provided to all personnel both internal and external Teacher/SNA present at in-school coaching sessions Children changing into sports gear do so in a manner that preserves dignity and privacy Vetting procedures in place Policy & Procedures in place
<i>Participants in work experience teaching practice and substitutes</i>	Low	Harm by student	Vetting procedures in place Confidentiality agreement spoken to by the principal. Child Safeguarding Statement.
<i>Recreation breaks for pupils</i>	High	Harm from other pupils.	Adequate Staff supervision Health & Safety Policy Anti-bullying Policy Code Of Behaviour
<i>Classroom teaching</i>	Low	Harm to pupils	Doors fitted with glass panels Staff supervision Health & Safety Policy Code Of Behaviour
<i>One-to-one teaching</i>	Med	Harm by school personnel	School has policy in place for one to one teaching Open/glass in doors Glass in window SEN Policy
<i>Outdoor teaching activities</i>	Med	Harm by school personnel & other pupils	Staff must insure adequate supervision of pupils at all times Risk assessment of areas are completed prior to use and as needs arise to ensure areas are safe to use Toileting protocols similar to those for yard time are implemented



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<i>School outings</i>	High	Harm by school personnel, other adults & other pupils, use of toilets and changing rooms	School tour policy All school volunteers are vetted Risk assessment completed if deemed necessary Changing rooms are closely supervised by staff when in use by children e.g., swimming pool changing rooms Pictures may only be taken on school devices. Parental consent is provided before children leave the school grounds to attend events Supervision – An Adult per 10 pupils
<i>Annual Sports Day</i>	Hiigh	Harm by school personnel other adults, other pupils, use of toilets and changing rooms	Adequate Adult Supervision at all times All school volunteers are vetted Risk assessment completed if deemed necessary Children come dressed appropriately to school Pictures may only be taken on school devices.
<i>Fundraising events involving pupils</i> <i>Fundraising events organised by parents association</i>	High	Harm by school personnel other adults, other pupils, use of toilets and changing rooms	Child safeguarding statement and DES Procedures made available to all relevant parents School staff present in so far as is possible Code of conduct for parents and visitors Supervision
<i>Use of off-site facilities for school activities</i>	High	Harm by school personnel other adults, other pupils, use of toilets and changing rooms	Risk assessment carried out if deemed necessary Adequate Supervision of pupils at all times
<i>School transport arrangements including use of bus escorts</i>	High	Harm by school personnel other adults, other pupils.	Supervision



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<p><i>Administration of First Aid</i></p> <p><i>Administration of medicine</i></p>	Med	Harm by school personnel	<p>Correct administration of First Aid First Aid training for school personnel First Aid administered in open area in view of others unless that this compromises the dignity of the child, two adults to be present if privacy is required Policy in place for the administration of medicine and First Aid Open door</p> <p>Parents must request administration of medication from school and sign indemnity form Parents must maintain supply correct medication in date with correct instructions, including dose, time and method.</p>
<i>Prevention and dealing with bullying amongst pupils</i>	Med/High	<p>Harm by peers and school personnel</p> <p>Harm not recognised or promptly reported</p>	<p>Implementation of Anti bullying policy and Code of Behaviour, available to view on school website Restorative practices to be implemented across the school to investigate and resolve conflict Friendship/wellness week Provision of adequate supervision The school anti-bullying Policy is supported by the planning and teaching of SPHE, RSE, the Stay Safe Programme and the Walk Tall Programme</p>
<i>Training of school personnel in child protection matters</i>		<p>Harm not recognised or reported promptly to the DLP or DDLP</p> <p>Risk of harm to child</p>	<p>Child Safeguarding statement supplied to all school personnel Retain records of Staff and Board training. All staff to view Tusla training & any other training offered by PDST Staff must supply certificates to the school office. BOM members to attend training available from CPSMA Safe guarding training DLP/DDLP to attend training</p>



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<i>Use of external personnel to supplement curriculum</i>	Med	Harm to pupils	Supervision – Teacher present at all times Garda vetting procedures Open/glass indoor
<i>Care of pupils with specific vulnerabilities/ needs such as Pupils from ethnic minorities/migrants Members of the Traveller community Lesbian, gay, bisexual or transgender (LGBT) children Pupils perceived to be LGBT Pupils of minority religious faiths Children in care Children on CPNS</i>	Low	Risk of harm due to bullying of a child Risk of harm due to racism Risk of harm due to inadequate supervision of children in school Risk of harm due to inappropriate communication between child and another child/adult	Child Safeguarding Statement Compliance with all legislation and DES Circulars regarding Garda Vetting Procedures Anti-Bullying Code of Behaviour The school undertakes anti-racism awareness initiatives. Policy on Inclusion
<i>Recruitment of school personnel including Teachers SNA's Caretaker/Secretary/Cleaners Sports coaches External Tutors/Guest Speakers Volunteers/Parents in school activities Visitors/contractors present in school during school hours</i>		Harm not recognised or properly or promptly reported Risk of child being harmed in the school by a member of school personnel	Child Safeguarding Statement & DES procedures made available to all staff. Staff to view Tusla training module & any other online training offered by PDST annually in September. Compliance with all legislation and DES Circulars. Vetting Procedures – regular visitors to the school e.g. external coaches, guest speakers must be Garda vetted by the school or provide a copy of their Garda vetting and any other appropriate insurance. Children are supervised by staff members during all school events in which visitors are invited into the school. Policy of Parents / Volunteers School gates has an electronic lock and so visitors must be provided with access by a staff member



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<i>Data Protection</i>	High	Inappropriate Use Harm to pupils	Confidential documents relating to children in the school are stored securely in the school <ul style="list-style-type: none"> • Hard copies are stored in locked filing cabinets Documents are shared with staff on a need-to-know basis. Parental permission for transfer of information is obtained if needed
<i>Use of Information and Communication Technology by staff & pupils in school</i>	Med	Bullying Inappropriate use	ICT policy AUP Remote teaching and learning policy Anti-Bullying Policy Code of Behaviour Teaching council code of conduct Safe Internet lessons
<i>Exposure to inappropriate online content</i>	High	Risk of harm to pupils due to inadequate supervision of pupils Risk of harm to children inappropriately accessing/using computers, social media, phones and other devices when at school.	Use of electronic devices in school is guided by the school's Acceptable Use Policy. Use of electronic devices is monitored and supervised by adult staff. School Internet is provided by PDST Technology in Education which is monitored for inappropriate content and unsuitable websites are blocked. Inappropriate content which appears through the school internet is logged and reported to our Internet provider
<i>Application of sanctions under the school's Code of Behaviour including detention of pupils</i>	Med	Harm by school personnel or other pupils	Code of Behaviour Open/Glass door
<i>Storage or publication of photos of children</i>	Med	Harm to pupils	Written parental permission to take photos of children is obtained by the school upon enrolment. Class teachers are made aware of any children in his/her class who do not have permission to be in school photos



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<i>Storage or publication of photos of children</i>	Med	Harm to pupils	<p>Photos taken by staff should be taken solely on school devices except in exceptional circumstances</p> <p>Children's names are not published with photos uploaded to the school blog.</p> <p>Only first names will be printed local newspapers, e.g., Junior infants starting school photos, competition winners.</p> <p>Children are not permitted to use personal electronic devices on the school grounds at any time. If a personal electronic device is used by pupils and images are taken, it is a serious breach of our Code of behaviour and relevant sanctions will be implemented.</p>
<i>Use of video/photography/other media to record school events</i>	Med	Risk of harm to pupils	<p>ICT policy, AUP</p> <p>Communication to parents at whole school events</p>
<i>After-school clubs:</i>	Med	Harm to children, flight risks	Children are lined up by their class teacher and handed over to the after-school staff
<i>After school use of school premises by other organisations</i>	Low	Harm to children	<p>BOM permission</p> <p>Signed Contract</p> <p>Copy of child safeguarding statement</p> <p>Copy of other organisation's Insurance</p>
<i>Entry & Exit of school buildings</i>	Med	Risk of harm to children due to inadequate supervision Flight Risks	School gates to be closed @ 9.30 am
<i>Recreation breaks</i>	Med	Inadequate supervision of pupils Bullying by other pupils	<p>Adequate supervision of pupils</p> <p>Anti-bullying policy</p> <p>Children re-entering the building must have permission from a teacher.</p> <p>Separate yard spaces for each class</p>



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<i>Use of toilet facilities</i>	High	Harm by school personnel or peers Inappropriate behaviour	Only one child is allowed in the toilet at any one time Classrooms – only one child is allowed to leave their classroom at any one time in main building. Arrangements in place by staff during break times
<i>Curricular Provision in respect of SPHE, RSE and Stay Safe</i>	Low	Non-teaching or inadequate teaching of material	School implements SPHE, RSE and Stay safe in full
<i>Participation in religious ceremony</i>	Med	Harm by parish/school personnel Inappropriate relationship/communications between child and other adult	Child Safeguarding Statement and DES Procedures made available to all relevant parish personnel Preparation for sacraments take place in an open area such as the church Confessions take place in an open area School staff present at all times
<i>Christmas Concert Performances & Plays</i>	High	Harm by school personnel/parents/ spectators Inappropriate recording of pupils Subsequent inappropriate use and/or circulation of material via social media, texting, digital device and or other manner	All school staff present Acceptable Use Policy Pupils changing into costumes do so in a manner preserving dignity and privacy Communication with parents prior to the performance
<i>Annual Sports Day Outdoor Learning</i>	Low	Harm by inadequate supervision	Adequate supervision Risk assessment is completed if deemed necessary
<i>Student teachers on school placement</i>	Med	Harm by student teacher Inappropriate relationship/communications between child & other adult/child	Garda vetting carried out by relevant college Child safeguarding statement made available to student Class teacher and/or school personnel to remain in the classroom while the student teacher is teaching.
<i>Transition Year Student on Placement</i>	Med	Harm by TY Student Inappropriate relationship/communications between child & other adult/child.	Garda vetting sought if the student is 16 years of age or over. Child safeguarding statement and DES Procedures made available to TY student. Class teacher to remain in the classroom with student teacher at all times



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<i>Daily School Life during the Covid-19 Pandemic</i>	High	Contract Covid-19 leading to serious illness and/or spread of the virus	School Covid-19 response plan in place with the Dept. of Ed Guidance Return to work Protocol Public Health Advice
<i>Exposure to infectious diseases or viruses</i>	High	Illness/spread of virus	In the event of an epidemic or pandemic, the school will follow guidelines from relevant government bodies, e.g. HSE, DES, NPHET, for the prevention and control of infectious diseases in schools and procedures will be put in place accordingly If a Child presents in school with symptoms of an infectious -disease or virus their parents will be asked to collect them and to seek further advice from a GP. The children will be supervised by an adult member of staff when waiting for parents to collect them.
<i>Provision of Summer Programme</i>	Med	Harm by school personnel	Child Safeguarding Statement available to teacher, SNA and Overseer. DLP in the building at all times Teacher is a mandated person Two adults present with the children at all times
<i>Online teaching and learning remotely</i>	Med	Risk of harmful content 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.	Adult present with the child during remote and online teaching Acceptable Use Policy Remote teaching and learning Policy Safe Internet Lessons



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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 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.

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 2017.

Examples of School Activities:

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting Activities
- School outings
- Use of toilet areas in schools
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements
- Care of children with special educational needs, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of Medicine with parental consent
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters



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- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/needs such as:
 - Pupils from ethnic minorities/migrants
 - Members of the Traveller Community
 - Lesbian, gay, bisexual or transgender (LGBT) children
 - Pupils perceived to be LGBT
 - Pupils of minority religious faiths
 - Children in care
 - Children on CPNS
 - Children with medical needs
- Recruitment of school personnel including:
 - Teachers/SNA's
 - Caretaker/Secretary/Cleaners
 - Sports coaches
 - External Tutors/Guest Speakers
 - Volunteers/Parents in school activities
 - Visitors/contractors present in school during school hours
 - Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc
- Students participating in work experience in the school
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events

Examples of Risks of Harm:

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by a 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 e.g. school trip, swimming lessons
- Risk of harm due to bullying of child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities



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- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

Examples of Procedures to Address Risks of Harm:

- 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 2017* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- 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 undertakes anti-racism awareness initiatives
- 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, changing rooms etc
- The school has in place a policy and clear procedures in respect of school outings
- The school has a Health & 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 has a Code of Conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an Intimate Care Policy/Plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school:
 - Has provided each member of the school staff with a copy of the school's *Child Safeguarding Statement*



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- 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
- Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a Code of Behaviour for pupils
- The school has in place an ICT policy in respect of usage of ICT by pupils
- The school has in place a Mobile Phone Policy in respect of usage of mobile phones by pupils
- The school has in place a Critical Incident Management Plan
- The school has in place a policy and procedures for the use of external persons to supplement the delivery of the curriculum
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

This risk assessment has been adopted by the Board of Management on **13th February 2023**. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed:- Alan Traynor
(Chairperson BOM)

Date:-: 13th February 2023

Signed:- Celine Clarke
Principal

Date:-: 13th February 2023