

Dublin North East

Educate Together Secondary School

Child Safeguarding Risk Assessment Report

September 2019

Written Assessment of Risk of Dublin North East Educate Together Secondary School.

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of Dublin North East Educate Together Secondary School

Risk in the context of this risk assessment is the risk of HARM as defined in the Children's First Act, 2015 and not general health and safety risk.

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**

1. List of school activities

- Daily arrival and dismissal of pupils
- Using the bike sheds located around the school
- Bus Transport- School Transport- collection and drop off, including use of bus escorts
- Movement of students through the school where we share facilities for practical classes
- Students arriving late-leaving early entering straight into class without signing in at office.
- Recreation breaks for pupils –break & lunch
- Classroom teaching
- Removing students from class
- Fire Drills
- One-to-one teaching/ Learning Support with students
- One-to-one counselling / discussion with students
- Outdoor teaching activities
- Sporting Activities- in school and extracurricular with external school agencies
- School outings/tours
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing areas in the school
- Annual Sports Day
- School Open Evening & School Information Evenings
- Fundraising events involving pupils and external agencies

- Use of off-site facilities for school activities
- 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
- Administration of Medicine/First Aid
- HSE Visits- vaccination Days
- Parent- Teacher Meetings
- Curricular provision in respect of SPHE & RSE
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in Child Protection matters
- Use of external personnel to supplement curriculum – student development initiatives- Gaisce
- Use of external personnel to support sports and other extracurricular 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 in the care of guardians-grandparents/ older siblings
- 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
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Positive Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students taking part in school committees at lunch time/after school- Green schools, students council
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- Use of social media to record/ share school activities, events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Homework club/ Evening study
- Site visitors and service providers

2. The school has identified the following risk of harm in respect of its activities -

Harm as defined in the Children's First Act, 2015 and not general health and safety risk.

- 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 a member of The Grange CC staff- the schools where we currently share accommodation
- Risk of child being 'harmed' in the school by another child from our school community/ from The Grange CC school community
- 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 e.g. school trip, swimming lessons, school tour
- Risk of 'harm' due to bullying of child
- Risk of 'harm' due to inadequate supervision of children in school- in class and at dispersal times/ break times
- Risk of 'harm' due to inadequate supervision of children while attending out of school activities/ school trips
- 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 AEN 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(s)
- Risk of 'harm' caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or any other manner
- Risk of 'harm' caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or any other manner

3. The school has the following procedures in place to address the risks of harm identified in this assessment

- 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 via shared drive/ available as hard copy in the main school office.
- 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 relevant aspects of 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 has a break/lunchtime supervision rota to ensure appropriate supervision of children during daily tutor time, at the end of the day and breaks/lunchtimes. Main corridors and the outdoor games area are monitored.
- At break/lunch times the adult(s) on supervision monitor toilets. We do not use any changing facilities in the school where we share accommodation.
- **The school has a Health and Safety certificate of compliance & Safety Statement document signed by all staff.**
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting - All staff of DNEETSS are Garda Vetted.
- The school adopts the Teaching Council code of conduct.
- Teaching Council Code of Conduct - <http://www.teachingcouncil.ie/en/Publications/Fitness-to-Teach/Code-of-Professional-Conduct-for-Teachers1.pdf>
- The school complies with the agreed disciplinary procedures for teaching staff as set out by the Teaching Council.
- The school has an Additional Educational Needs policy.
- The school has discussed the need for an intimate care policy/plan in respect of students who may require such care-*Not required for 2019-2020*
- The school has in place a procedure whereby all guest speakers/ presenters are always accompanied by a teacher of DNEETSS.
- The school –
 - ❖ Has provided each member of the school staff with a copy of the school's Child Safeguarding Statement via the shared drive.
 - ❖ Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement via email.
 - ❖ Encourages staff to avail of relevant training and ensures all staff have completed the on-line Tulsa training and certificates are kept on file.

- ❖ Encourages Board of Management members to avail of relevant training & understand their legal obligations
- ❖ Maintains records of all staff and board member training
- **The school has in place a procedures for the administration of First Aid.**
- The school has in place a Code of Positive Behaviour for pupils
- The school has in place an ICT/ AUP 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 procedure for the use of external persons to supplement the delivery of the curriculum e.g. guest speakers/sports coaches. - Sign in with Office.
- The school has in place a policy and clear procedures for one-to-one teaching activities - *See Appendix of this document*
- The school has in place procedures for one-to-one counselling *See Appendix of this document*
- **The school has in place a policy and procedures in respect of student teacher placements** - *See Appendix of this document*
- The school has in place a policy and procedures in respect of students undertaking work experience in the school - *not applicable at present*

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.

This risk assessment has been completed by the Board of Management on 17/12/2019. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

Principal/Secretary to the Board of Management

Child Safeguarding Statement

Dublin North East Educate Together Secondary School school providing post-primary education to pupils in 1st Year. DNEETSS is a developing school housed in temporary accommodation on the grounds of The Grange Community College.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, 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 DNEETSS 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

- The Designated Liaison Person (DLP) is Ashling Kenevey
- The Deputy Designated Liaison Person (DDL) is Fiona Whitney
- The Acting Deputy Designated Liaison Person is Ita Dagger

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 cooperate 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 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 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 – online course
 - ☐ Encourages Board of Management members to avail of relevant training – online course
 - ☐ 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 child’s 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 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.
- 4 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 upon request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 5 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 17/12/2019.

Signed: _____

Chairperson of Board of Management

Signed: _____

Principal/Secretary to the Board of Management

Date: _____

Date: _____