

St. John Bosco Junior Boys' School

Child Safeguarding Statement and Risk Assessment

St John Bosco Junior Boys' School is a primary school providing primary education to pupils from Junior Infants to First 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 (revised 2023) and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of St John Bosco Junior Boys' School 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 **Karen Mc Goldrick**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Louise Tighe**
- 4 The Relevant Person is **Karen Mc Goldrick**
(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.

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

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 via the school's website, 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 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.
- 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 Board of Management on the 9th March 2018.

This Child Safeguarding Statement was reviewed by the Board of Management on 19th of February 2024

Signed: Bernard Farrell

Chairperson of Board of Management

Date: 19th February 2024

Signed: Karen Mc Goldrick

Principal/Secretary to the Board of Management

Date: 19th February 2024

Child Safeguarding Risk Assessment

Written Assessment of Risk of St. John Bosco Junior Boys' 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 (revised 2023)*, the following is the Written Risk Assessment of St. John Bosco

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
Training of school personnel in Child Protection matters	<ul style="list-style-type: none">• Harm not recognised or reported promptly	<ul style="list-style-type: none">• Child Safeguarding Statement & DE procedures made available to all staff• The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) are available to all school personnel• School Personnel are required to adhere to the Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) and all registered teaching staff are required to adhere to the Children First Act 2015• DLP& DDLP to attend PDST online training.• All Staff to view Túsla training module & any other online training offered by PDST

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
		<ul style="list-style-type: none"> • BOM avail of Child Protection training • BOM retains records of all staff and Board training
Classroom Teaching	<ul style="list-style-type: none"> • Harm not recognized or promptly reported. • Child being harmed in the school by another child. • Child being harmed by volunteer or visitor to the school. • Harm due to bullying. • Harm due to inadequate supervision of a child in school. 	<ul style="list-style-type: none"> • Supervision Policy is in place. • Anti- Bullying Policy is in place. • Classroom management and reward systems in place when necessary. • The school has a Health and Safety Policy. • The school adheres to the requirements of the Garda vetting legislation and relevant circulars in relation to recruitment and Garda vetting. • 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) are available to all school personnel. • The school has in place a Code of Behaviour.
One to one teaching	<ul style="list-style-type: none"> • Harm by school personnel • Harm to children with SEN 	<ul style="list-style-type: none"> • Policy on Special Needs • Code of Behaviour

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
	<ul style="list-style-type: none"> • Harm due to inadequate supervision of a child in school. 	<ul style="list-style-type: none"> • There are clear procedures in place regarding one-to-one teaching: <ul style="list-style-type: none"> - Open door - There is a window in the room. - There is a glass window in the door to the room. - Table between teacher and pupil - Pupil is collected from and accompanied back to classroom. • 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) are made available to all school personnel. • The school adheres to the requirements of the Garda vetting legislation and relevant circulars in relation to recruitment and Garda vetting. • Written permission is sought from parents for school support and school support plus, including one-to-one teaching. • Staff member is aware of the proximity to pupil. • SNAs who work with children on a one-to-one basis do so in an open environment.

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
Care of Children with special needs, including intimate care needs	<ul style="list-style-type: none"> • Harm by school personnel 	<ul style="list-style-type: none"> • Policy on Intimate Care • Policy on Special Needs • Care Plans in place
Use of toilet areas including toilets beside the School Hall	<ul style="list-style-type: none"> • Harm to pupils 	<ul style="list-style-type: none"> • Policy on Intimate Care • Care plans in place • Supervision Policy • Code of Behaviour • Toilets in our school are out of bounds for all adults between 8.50 am and 2.20 pm. • The toilets at the back of the School Hall are used by students from the Senior Boys' School at times so we reduce the need to use these toilets by giving boys the opportunity to use the toilets before leaving the Junior School.
Curricular Provision in respect of SPHE, RSE, Stay safe.	<ul style="list-style-type: none"> • Non-teaching of same 	<ul style="list-style-type: none"> • School implements SPHE, RSE, Stay Safe in full
Daily arrival and dismissal of pupils	<ul style="list-style-type: none"> • Unknown adults in the yard. • Child being harmed in the school by another child. 	<ul style="list-style-type: none"> • Parents/guardians are informed of the start and finish times of the school day. • Supervision Policy • Classes are collected from their lines at 8:50

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
	<ul style="list-style-type: none"> • Harm not being recognised by school personnel. • Harm not being reported properly and promptly by school personnel. 	<p>by the class teacher.</p> <ul style="list-style-type: none"> • Children are supervised by class teacher when being dismissed to go home- child is sent directly to person collecting from the line. • Children are not permitted to leave their line until they are collected. • In the event of a parent/guardian being late to collect a child, a phone call is made and child waits in the corridor outside offices. Children may also wait in their own classrooms where there are two members of staff present. • In the event of an early collection, children are signed out by Parent or Guardian • At drop off and collection times, while the gates are open to facilitate Parents and Guardians, Pupils must remain with their Parent or Guardian until collected by school Personnel and when exiting the campus. • Parents/Guardians inform the school if there are changes to personnel collecting their child • Children availing of transport(ASD Class) are collected directly from the vehicle by a member of school personnel • Children availing of transport(ASD Class) are brought directly from the classroom to the vehicle

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
		by a member of school personnel
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	<ul style="list-style-type: none"> • Injury to pupils and staff 	<ul style="list-style-type: none"> • Physical Intervention Policy • Health & Safety Policy • Code of Behaviour Policy • MAPA training for staff
Use of external personnel to supplement curriculum	<ul style="list-style-type: none"> • Harm to pupils 	<ul style="list-style-type: none"> • Policy & Procedures in place • Garda Vetting Requirements • All volunteers are Garda vetted
Visitors to the school	<ul style="list-style-type: none"> • Harm to pupils 	<ul style="list-style-type: none"> • All visitors to the school during the school day should make a prior appointment to enter the school • Visitors are only admitted via the office • Visitors must be greeted by a staff member • Visitors working in the school sign the sign in book • At drop-off and collection times, while the gates are open to facilitate parents and Guardians, Pupils must remain with their Parent or Guardian until collected by school Personnel and when exiting the campus.

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
School outings	<ul style="list-style-type: none"> • Harm by non-school staff 	<ul style="list-style-type: none"> • Supervision Policy • Positive Behaviour Policy • School personnel accompany their class at all times
School Outings/Tours	<ul style="list-style-type: none"> • Non- school staff(parents) accompanying class on trips 	<ul style="list-style-type: none"> • Garda Vetting Requirements • Child Safe Guarding Statement • School personnel accompany their class at all times
Parents’ Association events involving pupils eg. Cake Sale	<ul style="list-style-type: none"> • Non-school staff in school during school hours 	<ul style="list-style-type: none"> • Garda Vetting Requirements • Child Safeguarding Statement • School personnel accompany their class at all times
Administration of Medicine Administration of First Aid	<ul style="list-style-type: none"> • Harm to pupils 	<ul style="list-style-type: none"> • First Aid and Administration of Medicine Policy • Training of school personnel if necessary • First Aid is administered in the yard setting where possible
Recreation Breaks for pupils	<ul style="list-style-type: none"> • Harm to pupils 	<ul style="list-style-type: none"> • Supervision Policy • Positive Behaviour Policy • First Aid and Administration of Medicine Policy • Garda Vetting Requirements • Child Safeguarding Statement

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
Fund raising Events involving pupils	<ul style="list-style-type: none"> • Harm to pupils • Harm by non-school staff 	<ul style="list-style-type: none"> • Supervision Policy • Garda Vetting Requirements • Parent/Guardian volunteers are Garda vetted • Child Safeguarding Statement • School personnel accompany their class at all times
Prevention and dealing with bullying amongst pupils	<ul style="list-style-type: none"> • Bullying 	<ul style="list-style-type: none"> • Code of Behaviour • Anti-Bullying Policy • Acceptable Use Policy • Teaching the Stay Safe Programme fully every year • Friendship Fortnight
<p>Care of pupils with specific vulnerabilities/needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBTQ+) children • Pupils perceived to be LGBTQ+ • Pupils of minority religious faiths • Children in care 	<ul style="list-style-type: none"> • Harm to pupils • Bullying 	<ul style="list-style-type: none"> • Child Safeguarding Statement • Anti-Bullying Policy • Teaching the Stay Safe Programme fully every year • Friendship Fortnight • Teaching of the SPHE, RSE and Stay Safe programme fully

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
Recruitment of school personnel including - <ul style="list-style-type: none"> • Teachers • SNA's • Caretaker/Secretary/Cleaners 	<ul style="list-style-type: none"> • Harm not recognised or properly or promptly reported 	<ul style="list-style-type: none"> • Recruitment in line with DE procedures • Garda Vetting Requirements • Child Safeguarding Statement & DE procedures made available to all staff • The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) are available to all school personnel • All Staff to view Túsla training module & any other online training offered by PDST
Use of Information and Communication Technology by pupils in school	<ul style="list-style-type: none"> • Bullying 	<ul style="list-style-type: none"> • Acceptable Use Policy • Anti-Bullying Policy • Code of Behaviour
Student teachers undertaking training placement in school	<ul style="list-style-type: none"> • Harm to Pupils • Harm not recognised or properly or promptly reported 	<ul style="list-style-type: none"> • Garda Vetting Requirements • Supervision Policy • Child Safeguarding Statement • Class teacher is present in the classroom with the exception of the observation of the student by school placement supervisor.

List of school activities	The school has identified the following risk of harm in respect of its activities –	The school has the following procedures in place to address the risks of harm identified in this assessment -
Adults/students on work experience	<ul style="list-style-type: none"> • Harm to Pupils • Harm not recognised or properly or promptly reported 	<ul style="list-style-type: none"> • Garda Vetting Requirements • Supervision Policy • Child Safeguarding Statement • Class teacher is present in the classroom
Use of video/photography/other media to record school events	<ul style="list-style-type: none"> • Misuse of Media 	<ul style="list-style-type: none"> • Acceptable Use Policy • Enrolment Form-permissions • Parents accompanying classes on tours or activities will be asked not to take photos of the children. • Photos and videos are only to be taken by members of school staff. • Written permission is sought if photos are to be used by an outside agency.
Use of online learning platform at home to promote and continue work done at school.	<ul style="list-style-type: none"> • Misuse of the platform 	<ul style="list-style-type: none"> • Acceptable Use Policy is in place and communicated to parents/guardians. • Parental permission is sought before use of platforms such as Zoom. • Parental supervision encouraged during use at home. • Guidelines on using Zoom issued by 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.

This risk assessment has been completed by the Board of Management on the 19th of February. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed: Bernard Farrell

Chairperson of Board of Management

Date: 19th February 2024

Signed: Karen Mc Goldrick

Principal/Secretary to the Board of Management

Date: 19th February 2024