



Board of Management

Child Safeguarding Risk Assessment (of any potential harm)

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address identified risks
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly	Child Safeguarding Statement & DES procedures made available to all staff DLP& DDLP to attend PDST face to face training All Staff to view Túsla training module & any other online training offered by PDST BOM records all records of staff and board training
Recruitment of school personnel including - <ul style="list-style-type: none"> • 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 	Harm not recognised or properly or promptly reported	Child Safeguarding Statement & DES procedures made available to all staff Staff to view Túsla training module & any other online training offered by PDST Vetting Procedures Policy on Visiting Contractors not yet devised. All contractors during school hours either have individual vetting or are escorted by the Caretaker
Curricular Provision in respect of SPHE, RSE, Stay safe.	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full
Care of Children with special needs, including intimate care needs. Includes toileting accidents for all children	Harm by school personnel	Policy on toileting & intimate care SEN policy

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address identified risks
Daily arrival and dismissal of pupils	Harm from other pupils, unknown adults on the playground	Termly notes to parents stressing need for prompt drop off and collection Communications Policy Code of Behaviour
Recreation breaks for pupils	Harm from other pupils or unknown adults	Adequate supervision. Friendship stop & Buddy Seat
One to one teaching	Harm by school personnel	Glass panel in window
Classroom teaching	Harm from other pupils	Adequate supervision
One to one work with special needs assistants	Harm by school personnel	Always under the direction of the class teacher, carried out in an open environment. The sensory room is fitted with a camera to allow visibility instead of a glass door panel.
Sports Coaches	Harm to pupils	Vetting Procedures Class Teacher supervision
Students participating in work experience	Harm by student	Work Experience Policy – to be devised Vetting for all students. Under 16s not accepted.
Administration of Medicine	Harm to pupils	Administration of medication policy Training/ Information sessions for staff as required
Administration of First Aid	Harm to pupils	Two trained first aiders
Court orders regarding family law	Harm from adults	School requests copy of any family court orders regarding the child upon registration. Gardai informed of any breaches
Visitors to school	Harm from adults	All visitors are requested to report to reception. Policy on sign in/sign out to be commenced
Use of Information and Communication Technology by pupils in school	Access to inappropriate content Bullying	ICT policy Anti-Bullying Policy Code of Behaviour All media products should be checked by teaching staff in advance for their appropriateness with regard to age and suitability
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	Restraint Policy / Guidelines– to be devised Health & Safety Policy Code Of Behaviour

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address identified risks
School outings	Harm from other pupils or unknown adults	Adequate supervision. Guideline is 1-10/ adult to pupil ratio. Pupils with SNA access, are additional to this ratio. Formal school tour policy to be written. School staff must seek venue staff are adequately vetted in writing.
Release of children at closing time	Harm from adults	School operates a strict collection policy from infants to 1 st class. Children in 2 nd class may only leave the premises with written parental consent. Parents are asked to notify the school of any changes in collection arrangements in advance.
Outdoor teaching activities	Harm from other pupils or unknown adults	Adequate supervision
Use of school premises by other organisations during school day	Harm from adults	School Lotto Committee St. Kilian's Parents' Association Board of Management members No policy on this at present No unsupervised access to children is permitted
Use of off-site facilities for school activities e.g Community playground/ park areas	Harm from unknown adults	Adequate supervision
Use of video/photography/other media to record school events	Harm from adults	School's ICT - AUP policy to be amended
Fundraising events involving pupils	Harm from adults	Parents are advised not to permit children to seek door to door fundraising unaccompanied
<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 (LGBT) children • Pupils perceived to be LGBT • Pupils of minority religious faiths • Children in care 	Bullying	Anti-bullying policy Code of behaviour

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Use of staff cars on school business	Harm from school personnel	Staff cars are not used generally to transport pupils. Staff using cars for school business are requested to provide a copy of indemnity cover from their own insurers.
After school use of school premises by other organisations		Vetting required if dealing with children
Release of children at closing time	Harm from adults	School operates a strict collection policy from infants to 1 st class. Children in 2 nd class may only leave the premises with written parental consent. Parents are asked to notify the school of any changes in collection arrangements in advance.

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 6th March 2018. It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.



Signed: Chairperson of BoM 6th March 2018



Signed: Principal/Secretary to the BoM 6th March 2018