

Child Safeguarding Statement

Clonmellon NS 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 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 Clonmellon NS 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 **Lavinia Williams**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Nicola Daarby**
4. The Relevant Person is **Lavinia Williams**
(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. This person can also be the DLP)

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 DES 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.
- 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 school's 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 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.

1 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.

2 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 20/06/2024

This Child Safeguarding Statement was reviewed by the Board of Management on 08/05/2025

This Child Safeguarding Statement was reviewed by the Board of Management on _____ [most recent review date].

This Child Safeguarding Statement was reviewed by the Board of Management on _____ [most recent review date].

This Child Safeguarding Statement was reviewed by the Board of Management on _____ [most recent review date].

Signed: 

Chairperson of Board of Management

Date: 08/05/2025

Signed: 

Principal/Secretary to the Board of Management

Date: 08/05/2025

Child Safeguarding Risk Assessment
Written Assessment of Risk of Clonmellon NS

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 Clonmellon NS.

List of school activities:	Level of Risk	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address risk identified in this assessment:
Training of school personnel in Child Protection matters	M	Risk of harm not being recognised by school personnel Risk of harm not being reported properly and promptly by school personnel	-Child Safeguarding Statement & DES procedures made available to all staff -School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools, Revised 2023</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and its Addendum (2019) -DLP & DDLP to attend PDST face to face training -Encourages staff and Board of Management members to avail of relevant training -BOM maintains a record all staff and board training
Recruitment of school personnel including - • Teachers • SNA's • Secretary /Cleaners • Bus Escorts • Groundskeeper • Hot Meals Operative	H	Risk of harm not being recognised by school personnel Risk of harm not being reported properly and promptly by school personnel	Child Safeguarding Statement & DES procedures made available to all staff Ensure applicants have completed Tusla training or other relevant training. Garda Vetting Policy

One to one teaching One to one learning support	H	Risk of child being harmed in the school by a member of school personnel Risk of harm in one-to-one teaching or coaching situation	The school has in place a policy and clear procedures for one-to-one teaching activities, using rooms with Glass in window SEN policy Open door policy
Classroom teaching	L	Risk of child being harmed in the school by a member of school personnel	Open door policy Welcome pack outlines expectations
School transport Arrangements including the use of Bus Escorts	L	Risk of child being harmed in the school by a member of school personnel or staff of another organisation	Children instructed to wear seat belts and remain in seat, no shouting or throwing of items in bus. Bus Escorts Garda vetted.
Outdoor teaching activities	L	Risk of harm due to inadequate supervision of children in school	Gates closed when younger classes engaged in outdoor learning. Use buddy system/ group system
Participation by pupils in religious ceremonies/ religious instruction external to the school	H	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 Risks in relation to movement of children from school to another location	Supervision Policy School Tour policy Garda Vetting Policy
Use of Toilet areas in school	H	Risk of child being harmed in the school by another child Risk of harm due to inadequate supervision of children in school	Supervision policy
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	L	Risk of child being harmed in the school by another child Risk of harm due to inadequate supervision of children in school Risk of harm due to inadequate code of behaviour	Health & Safety Policy Code of Behaviour SNA policy Supervision Policy – Red Hand procedure

Care of Children with special needs, including intimate care needs	M	Risk of harm to child while a child is receiving intimate care	SNA policy SEN policy
Supervision of changing rooms when swimming	M	Risk of harm to child by member of staff/ staff of another organisation while a child is changing before/ after swimming	Supervision Policy School Excursion Policy SNA policy
Showering protocol in school	M	Risk of harm to child while a child is showering in the event of toileting accident	Supervision Policy SNA policy
Curricular Provision in respect of SPHE, RSE, Stay safe.	L	Non-teaching of same	School implements in full the Stay Safe programmes. SPHE and RSE covered as per school plan
Prevention and dealing with bullying amongst pupils	M	Risk of child being harmed in the school by another child Risk of harm due to bullying of child Risk of harm due to inadequate supervision of children in school Risk of harm due to inadequate code of behaviour	Anti-Bullying Policy Code of Behaviour Anti-bullying campaign.ie / alternative anti-bullying lesson every 8 weeks
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	L	Risk of harm due to inadequate code of behaviour	Code of Behaviour Open door policy Homework policy
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	M	Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities Risk of child being harmed in the school by volunteer or visitor to the school Risk of child being harmed in the school by another child Risk of harm due to racism Risk of harm due to bullying of child	School has a Bí Cinéalta Policy, which adheres fully to requirements of Department's Anti-Bullying procedures for Primary and Post Primary schools Code of Behaviour

• Pupils of minority religious faiths • Children in care • Children on Tusla's Child Protection Notification System (CPNS)		Risk of harm due to inadequate supervision of children in school	
Daily arrival and dismissal of pupils	L	Risk of harm due to inadequate supervision of children in school Risk of child being harmed in the school by another child Harm from unknown adults on the playground	Arrival and dismissal supervised by teachers Supervision Policy
Recreation breaks for pupils	L	Risk of harm due to inadequate supervision of children in school Risk of child being harmed in the school by another child	Supervision Policy Critical Incident Policy
Sporting Activities	H	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 Risk of child being harmed in the school by another child	The school has in place a policy and procedures for the use of external sports coaches Supervision Policy Excursion policy Critical incident Policy
Annual Sports Day	H	Risk of harm due to inadequate supervision of children in school Risk of child being harmed in the school by another child Risk of Harm from adults on the school grounds	Supervision Policy Critical incident Policy
Use of off-site facilities for school activities	H	Risk of harm due to inadequate supervision of children while attending out of school activities Risk of child being harmed by a member of school personnel, a member of staff of another organisation or	The school has in place a policy and procedures for the use of external sports coaches Supervision Policy Excursion policy

		other person while child participating in out of school activities e.g. school trip, swimming lessons		
School outings	H	Risk of harm due to inadequate supervision of children while attending out of school activities Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons	School Excursion policy Critical Incident Policy	
After school use of premises by school staff or other organisations	H	Risk of harm due to inadequate supervision of children while on school premises.	Garda vetting of personnel Insurance Certificate of Company/individual on file.	
Student teachers undertaking training placement in school	L	Risk of harm due to inadequate supervision of children in school Risk of harm due to inappropriate relationship /communications between child and another child or adult	The school has in place a policy and procedures in respect of student teacher placements Work Experience Policy Child Safeguarding Statement made available to students. Garda Vetting Policy	
Students participating in work experience	L	Risk of harm due to inadequate supervision of children in school Risk of child being harmed in the school by volunteer or visitor to the school Risk of harm due to inappropriate relationship /communications between child and another child or adult	The school has in place a policy and procedures in respect of students undertaking work experience in the school. Work experience Policy Garda Vetting Policy Supervision Procedures	
Use of external personnel to support the curriculum/ sports/ other extra-curricular areas of the	L	Risk of harm due to inadequate supervision of children in school Risk of child being harmed in the school by volunteer or visitor to the school	The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum, external sports coaches, Parents Association volunteers. Garda Vetting Policy	

• External Tutors or Guest Speakers i.e. sports coaches / music teachers/ visiting authors, engineers, architects, scientists, etc. • Volunteers/Parents in school activities • Visitors/contractors present in school during school hours • Visitors/contractors present during after school activities		Risk of harm due to inappropriate relationship /communications between child and another child or adult	
Children with Medical needs Administration of Medicine	H	Untimely/ Inappropriate administration of medicine	Administration of Medicine policy Supervision policy SNA policy
Administration of First Aid	H	Harm to pupils	Administration of Medicine policy Health and Safety Statement Supervision policy
Use of Information and Communication Technology by pupils in school	M	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 in breakout rooms. Risk of harm due to children inappropriately accessing /using computers, social media and other devices while at school Risk of harm due to bullying of child Risk of harm due to inappropriate relationship /communications between child and another child or adult	Digital Learning Plan Agree to Agree Programme Bí Cinéalta Policy Code of Behaviour re Mobile Phones Acceptable Use Policy, including section on remote learning. SPHE lessons on use of internet. Parental guidance on Internet Safety (provided by PA)

		Risk of Harm caused by member of school personnel accessing or circulating inappropriate material via digital device or other manner Accessing inappropriate websites	
Use of ipads, chromebooks and other devices in the classroom and in the course of the school day	H	Risk of harm associated with the misuse/ abuse of devices and the various associated technologies	Acceptable Use Policy (in line with circ. 38/2018)
Use of video / photography/other media to record school events	H	Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner Children's images being posted on social media without parental permission.	Digital Learning Plan Bí Cinéalta Policy Code of Behaviour Acceptable Use Policy Data Protection Policy

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 BoM 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.

The Board of Management completed this risk assessment on 5-02-2018. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

This combined Child Safeguarding Statement and Risk Assessment was adopted by the Board of Management on 22nd March 2022

Signed:  Chairperson of BoM Date: 08/05/2025

Signed:  Principal Date: 08/05/2025