



## **Child Safeguarding Statement Stewarts School**

Stewarts School is a special school providing education to students from aged four to eighteen years with special educational needs.

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 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of [insert school name] 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 Mary Carrig
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Jennifer Ryan
- 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.
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- The school will also adhere to the above principles in relation to any adult student 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 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 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, 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 19/09/21.

Signed: CM Loughlin Signed: Mary Carey  
Chairperson of Board of Management Principal/Secretary to the Board of Management

Date: October 11<sup>th</sup> 2022

## Child Safeguarding Statement - Assessment of Risk at Stewarts 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 Stewarts School.

### 1. List of school activities

- Classroom teaching
- One to one support/teaching/supervision in classrooms/individual rooms/sensory/PE Hall/Playrooms/lifeskills room/hygiene & grooming room or any other room
- Outdoor teaching activities e.g. nature walk, science experiment, PE
- Sporting/PE activities – including football and swimming
- Use of off-site facilities for school activities e.g. shop trips, class walk, individual walk, swimming
- Curricular Provision in respect of SPHE, RSE & Stay Safe.
- Managing behaviours of concern amongst students, including appropriate use of MAPA training
- Intimate care needs
- Use of toilet and changing room areas
- Daily arrival and dismissal of students
- Recreation break times for students
- School transport arrangements including use of bus escorts
- Hand-over of students to other professionals during the day
- Use of external personnel to supplement curriculum
- Other professionals visiting the school e.g. FAI personnel, musician, fireman, gardai, etc.
- Dentist, HSE doctor/nurses for vaccinations, photographer,
- Visitors during school day/class times (e.g. parents, related professionals, NCSE, JCT, etc.)
- Students participating in work experience (nurses, teachers, SNAs, social care workers)
- Annual Sports Day
- School outings
- Special Olympics events
- Administration and storage of medication
- Administration of First Aid
- Prevention and dealing with bullying amongst students
- Care of students with specific vulnerabilities/ needs such as
  - Students from ethnic minorities/migrants
  - Students perceived to be LGBT
  - Members of the Traveller community
  - Students of minority religious faiths
  - Lesbian, gay, bisexual or transgender (LGBT) students
  - Students in care
- Recruitment of school personnel including
  - Teachers, SNAs, Nurses & Ancillary staff
  - Cleaners
  - Sports Coaches
  - External Tutors/Guest Speakers/Guest Artists
  - Volunteers/Parents in school activities
  - Visitors/contractors present in school during school hours
- Use of Information and Communication Technology by students in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations

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

- Harm by school personnel
- Harm by other students/unknown adults
- Injury to students
- Covid 19 transmission causing illness
- Unknown adults/children present
- Unknown adults present
- Non-teaching of SPHE, RSE & Stay Safe
- Inappropriate behaviour
- Unknown adults collecting students
- Harm not recognised or reported promptly
- Harm by student on placement
- Unknown adults on school grounds
- Risk of harm being unreported
- Unknown adults in an unfamiliar environment
- Unfamiliar environment
- Harm not promptly reported
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of bullying
- Risk of images/videos of children being taken without permission from parents
- Risk of images being uploaded on social media
- Student information on view in classroom

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

- Code of conduct for staff student interactions
- Child safeguarding statement
- Vetting for all staff in place
- Open door policy
- Follows best practice
- Individual timetables and schedules in place
- Glass window on classroom doors and no locked doors,
- Parents informed of individual supports/protocols
- Multi-sensory room guidelines & schedules
- Staffing arrangements for breaktimes
- RSE programme
- Individual and class protocols as needed
- Health & Safety Statement
- Covid 19 Response Plan
- Infection Prevention and Control Policy
- Supervision schedule for football matches
- Trips out policy
- Swim Pool Guidelines and Supervision schedules
- Agreed staff arrangements for each class in place for swimming, Individual protocols as needed for swimming
- Designated changing rooms available for swimming.

- Intimate care and toileting policy
- School staff always present with external personnel
- Individual and Class Protocols
- Use of walkie talkies/ school mobile phone as needed
- School implements SPHE, RSE, Stay Safe in full
- Code of Behaviour
- Agreed Behaviour Support Plans, Protocols and Strategies for Individual Students
- Anti-bullying policy
- Staff training – MAPA/CPI Safety Interventions, Manual Handling, Child Safeguarding (DES/TUSLA)
- Parental consents for programmes and protocols
- Other staff/students in environment
- Procedures for arrival and departure of students and buses
- Evening supervision rota –students not picked up by parents
- Supervision Procedures for break times
- Guidelines for bus escorts in place, Vetting in place for bus escorts
- Bus Eireann have procedures for bus personnel and have vetting in place,
- Child Safeguarding Statement & DES procedures made available to all staff
- DLP & DDLP attend PDST training and relevant other training
- All staff to view PDST training module & any other online training offered
- BOM records all records of staff and board safeguarding training
- All other professionals vetted by HSE, Voluntary Body
- School staff present with some students with clinicians
- Clinical support for school children policy
- Vetting of external personnel/agency staff regularly in the school
- Access to school policy
- Work experience policy/guidelines
- Trips out of school policy
- Critical incident policy
- Clear reporting procedures
- Specific plan drawn up for school events
- Parents may be present
- Safe administration and storage of medication procedure
- Medication administered by nurses
- Individual protocols for medical emergencies
- Appropriate staff arrangements for supervision
- Trained first aid staff and nurses, list in staff areas
- Anti-bullying policy
- SPHE curriculum including Stay Safe Programme
- Living in the Community Module Junior Cycle – internet safety, social media
- Policy of students on placement
- Policy on visiting contractors
- ICT policy
- Guidelines for Remote Teaching of Students and Contact with their Families
- Students not allowed mobile phones in school
- Anti-Bullying Policy
- Taking & using photographs/video policy
- After school users do not use classrooms, only general areas



**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 October 11<sup>th</sup> 2022. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed           Catherine McKeogh          

Chairperson, Board of Management

Signed           Mary Coughlin          

Principal/Secretary to the Board of Management

October 11<sup>th</sup> 2022