

Written Assessment of Risk of Coláiste an Chraoibhín

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 Coláiste an Chraoibhín .

List of school activities

- Daily arrival and departure of students
- Breakfast club / after school canteen
- Recreation breaks for pupils
- Classroom teaching / small group / One-to-one teaching
- Students out of class during timetabled period
- One-to-one counselling
- One-to-one meeting with students
- Sporting Activities
- School outings / School trips involving overnight stay and/or foreign travel
- Use of toilet/changing/shower areas in schools
- Use of changing rooms while at away matches
- Fundraising events involving students
- Students to and from school during lunchtime
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed.
- Care of children with special educational needs in the ASD hub.
- Care of children with SEN who have particular vulnerabilities
- Care of vulnerable adult students from Cope, including intimate care where needed
- Administration of Medicine and/or first aid
- Curricular provision in respect of Wellbeing
- Curricular provision for SPHE and RSE
- Prevention of and dealing with bullying amongst students
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Students being harmed by visitors to the school
- Collection of students by parents during school time
- Collection of students attending after school classes
- Parents in school/new campus arrangements
- Use of external personnel to support sports and other extra-curricular 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 (LGBTQ) children
 - Children in care
- Recruitment of school personnel including
 - Teachers/SNAs

- Caretaker/Cleaner/Secretary
- Sports coaches
- External tutors/Guest Speakers
- Volunteers /Parents in school activities
- Visitors/contractors present during school hours
- Visitors/contractors present during after school activities
- Tutors/students attending after school classes
- Use of Information and Communication Technology by students in school
- Inappropriately accessing/using computers, social media, phones and other devices while at school
- Inappropriate use of school phone by students/bullying
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Member of school personnel communicating with students in inappropriate manner via social media, texting, digital device or other manner
- Harm not being reported properly and promptly by school personnel
- 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
- Homework club/evening study

- 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
- 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 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 supervision policy to ensure appropriate supervision of students before and after school and during break time
- The school has in place a policy and clear procedures in respect of school outings and overnight trips
- The school has a Health and Safety policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment
- Teachers are required to adhere to the *Teaching Council Code of Professional Conduct*.
- The school complies with the agreed code of practices for dealing with complaints (National Agreement March 2011)
- The school has a Special Educational Needs policy
- The school –
 - 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
 - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has an acceptable user policy for the use of ICT
- The school has in place a mobile phone policy in respect of usage of mobile

- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
- The school has adopted NEPS Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements

The school has in place a policy and procedures in respect of students undertaking work experience in the school and external organisations

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 ...06/03/2018..... It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed  - Date 21/11/2022

Chairperson, Board of Management

Coláiste an Chraoibhín

Signed  Date 21/11/22.

Principal/Secretary to the Board of Management

Coláiste an Chraoibhín

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.