

# Template 1: Child Safeguarding Risk Assessment Template

## Written Assessment of Risk of Waterford ETNS

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 Waterford ETNS.

### 1. List of school activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one counselling
- Outdoor teaching activities
- Sporting Activities
- School outings
- Use of toilet/changing/shower areas in schools
- Annual Sports Day
- Fundraising events involving pupils
- 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,
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- 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 (LGBT) children
  - Pupils perceived to be LGBT
  - Pupils of minority religious faiths
  - Children in care
  - Children on CPNS

Recruitment of school personnel including -

- 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

Use of Information and Communication Technology by pupils in school

Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.

Students participating in work experience in the school

Student teachers undertaking training placement in school

Use of video/photography/other media to record school events

Unauthorised adults on school grounds: 1.30 – 2.30

Multisensory Room

Connection between hall and school

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

Risk of harm not being recognised by school personnel

Risk of harm not being reported properly and promptly by school personnel

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

Risk of child being harmed in the school by volunteer or visitor to the school

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

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 supervision of children while attending out of school activities

Risk of harm due to inappropriate relationship/communications between child and another child or adult

Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school

Risk of harm to children with SEN who have particular vulnerabilities

Risk of harm to child while a child is receiving intimate care

Risk of harm due to inadequate code of behaviour

Risk of harm in one-to-one teaching, counselling, coaching situation

Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner

Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

Unauthorised presence of adults on school grounds between 1.30 and 2.30.

Mobile Phones – misuse.

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

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 Stay Safe Programme

The school implements in full the SPHE curriculum

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 yard/playground supervision plan to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.

The school has in place clear procedures in respect of school outings

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 and Garda vetting

The school complies with the agreed disciplinary procedures for teaching staff

The school has a Special Educational Needs policy

The school has an intimate care plan in respect of students who require such care

The school has in place procedures for the administration of medication to pupils

The school –

- Has provided each member of school 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 school has in place procedures for the administration of First Aid

The school has in place a code of behaviour for pupils and staff members.

The school has in place an ICT policy in respect of usage of ICT by pupils

The school has in place a mobile phone policy in respect of usage of mobile phones by pupils


The school has in place a Critical Incident Management Plan  
 The school has in place clear procedures for one-to-one teaching activities  
 The school has in place procedures for one-to-one counselling  
 The school has in place procedures in respect of student teacher placements  
 The school has in place procedures in respect of students undertaking work experience in 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 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 was reviewed by the Board of Management on 27.09.19.  
 It is reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed  Date 27.09.19  
 Chairperson, Board of Management

Signed  Date 27.09.19  
 Principal/Secretary to the Board of Management

Review Dates:

____ / ____ / ____	Signed: _____ Chairperson, Board of Management
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