



Goatstown Stillorgan
Educate Together
National School

Grafton House
Ballymoss Road
Sandyford
Industrial Estate
D18P274
Roll No: 20523U

Goatstown/Stillorgan Educate Together National School

Child Protection - Risk Assessment



Written Assessment of Risk of Goatstown/Stillorgan Educate Together National School 2019-2020

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 Goatstown/Stillorgan Educate Together National 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 as;

- (a) “assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child’s health, development or welfare, or
- (b) sexual abuse of the child

whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.”

List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
Daily arrival and dismissal of pupils	Risk of child being harmed while on school grounds	Principal monitoring points of access during morning ‘meet and greet’ and parents/carers required to accompany pupils.
Recreation break for pupils	Risk of child being harmed while in the school play area	Access points to the school closed. Adequate supervision by members of school personnel (SNAs and teaching staff)
Classroom teaching	Risk of child being harmed in the school by member of school personnel or by another child.	Glass panel in all classroom doors. Supervision of pupil interactions by staff. Garda vetting of all staff
One-to-one teaching	Risk of child being harmed in the school by member of school personnel	One to one teaching done at the back of the junior infants classroom where feasible. Try to enable small group work rather than one to one depending on individual needs. Glass panel in all support room doors in new building. Garda vetting of all staff



List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
Outdoor teaching activities	Risk of child being harmed while on the school grounds	Access points to the school closed. Adequate supervision by members of school personnel
Sporting activities	Risk of child being harmed in the school/on the school grounds by member of school personnel or by another child. Risk of harm due to bullying of child	Garda vetting of all staff. Supervision of pupil interactions by staff.
School tours/outings	Risk of child being harmed by member of school personnel, by another child or by personnel associated with school tour location	Garda vetting of all staff. Supervision of pupil interactions by staff. Supervision of pupil activities involving external personnel
Sports day	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of volunteers in the school. Supervision of pupil activities involving external personnel
School transport arrangements – bus for school tours	Risk of child being harmed by school transport providers	Supervision of pupils by school personnel
Care of children with S.E.N. incl. intimate care needs	Risk of harm to children with SEN who have particular vulnerabilities Risk of harm to child while a child is receiving intimate care	Garda vetting of all staff. Implementation of school SEN policy outlining procedures to be followed (2 adults must always be present re: intimate care needs)
Administration of medication	Risk of child being harmed in the school by a member of school personnel	Garda vetting of all staff. Implementation of administration of medication policy outlining procedures to be followed
Administration of first-aid	Risk of child being harmed in the school or on school grounds by a member of school personnel	Garda vetting of all staff. Administration of first-aid to take place in designated, open classroom.
Curricular provision in respect of SPHE – RSE, Stay Safe	Risk of child being harmed in the school by a member of school personnel	Garda vetting of all staff. Implementation of SPHE policy



List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
		outlining age-appropriate curriculum to be followed
Prevention and dealing with bullying among pupils	Risk of child being harmed in the school by another child	Code of behaviour. Supervision. Stay safe/SPHE programmes
Management of challenging behaviour among pupils	Risk of child being harmed in the school by a member of school personnel or by another child	Implementation of Code of Behaviour policy. Supervision of pupil interactions. Garda vetting of all staff
Care of pupils with specific vulnerabilities/needs such as; pupils from ethnic minorities/migrants, member of the Traveller community, LGBT children, pupils perceived to be LGBT, pupils of minority religious faiths, children in care	Risk of child being harmed in the school by a member of school personnel or by another child. Risk of harm due to bullying of child.	Garda vetting of all staff. Supervision of pupil interactions. Implementation of anti-bullying policy and associated initiatives – friendship/anti-bullying week, whole school assemblies. Implementation of Ethical Education curriculum, including human rights initiatives.
Recruitment of school personnel	Risk of child being harmed in the school by a member of school personnel	Garda vetting of all staff. Yearly review of Child Protection Safeguarding Statement and Risk Assessment. Child Protection documents to hand in all rooms in the school
Use of ICT by pupils in the school	Risk of harm caused by pupil accessing inappropriate material via ICT devices	Pupils supervised by members of school personnel when using ICT
Application of sanctions under the school's Code of Behaviour including detention of pupils	Risk of child being harmed in the school by school personnel	Garda vetting of all staff. Implementation of Code of Behaviour policy outlining appropriate procedures and sanctions – All staff made aware of the policy
Transition year students participating in work experience in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of students participating in work experience. Member of school personnel always present (i.e. TY student never left along with child(ren)).



List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
Student teachers undertaking training placement in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of students undertaking training placement. Member of school personnel always present (i.e. student teachers never left alone with child(ren)).
Trainee Special Needs Assistants undertaking placement in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of trainee Special Needs Assistants. Member of school personnel always present (i.e. trainee SNA never left alone with child(ren)).
Use of video/photography/other media to record school events	Risk of child being harmed by member of school personnel and others accessing/circulating inappropriate or potentially inappropriate material via social media, texting, digital device or other manner	School events to be recorded by members of school personnel/ designated recording personnel only. Families reminded not to use media to record school events. <i>If a member of school personnel uses a personal device for such, they must upload onto the school server (only) within a week and delete permanently from personal device.</i>
After school use of premises for extracurricular activities not run by school personnel – e.g. French, Runner Beans athletics club (pupils all collected at the same time)	Risk of child being harmed by personnel running extra-curricular activities	Garda vetting of personnel involved. Personnel to confirm in writing to the BOM of Goatstown/Stillorgan ETNS that they will comply with the Child Protection policy of the school. Activities to take place outdoors in open space or in classroom with glass panel in door.
Homework club/After school activities run by school personnel (pupils all collected at the same time)	Risk of child being harmed in the school by member of school personnel or by another child	Garda vetting of all staff. Supervision of pupil interactions. Homework club to take place in classroom with glass panel in door.
Use of off-site facilities for school activities	Risk of child being harmed by others using the facility	Supervision of pupils at all times of members of school personnel



List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
Involvement of personnel to supplement the curriculum (<i>regular basis</i>) – e.g. Music teacher, sports coaches, massage therapist etc.	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of external personnel used to supplement the curriculum. Members of school personnel always present for the duration of activity.
Involvement of personnel to supplement the curriculum (<i>one-off visit</i>) e.g. Hedgehog Rescue,, Community Gardaí, Librarian	Risk of child being harmed in the school by volunteer or visitor to the school	School personnel always present for the duration of the activity to supervise the interactions of such personnel with the pupils.
Visits from external agencies/community members – Tusla (Social worker/EWO), Staff from Educate Together National office, Visiting Teacher for the Deaf, Barnardos, PDST personnel, DES Inspectorate, Pastoral worker, residents’ association members.	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
Visits from book company representatives, sales representatives	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
Delivery companies, bin collections, The Book People, contractors and maintenance workers	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
School gardening committee	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of members of the school gardening committee.
International visitors – Global schools, DCU partners etc. (<i>one-off visits</i>)	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always



List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
		accompanied by a member of school personnel)
HSE vaccinations	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Parents/carers to sign documentation for administration of vaccinations. Vaccinations to take place in room with glass panel in door and more than one pupil present at a time.
HSE hearing and vision tests	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Parents/carers to sign documentation permitting hearing and vision testing of their child. Testing to take place in room with glass panel in door.
School cleaner	Risk of child being harmed in the school by volunteer or visitor to the school	School cleaners only work in the school outside of school hours
Parents coffee morning	Risk of child being harmed in the school by volunteer or visitor to the school	Coffee morning takes place in a designated room with no pupils present.
Annual book fair	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils are supervised by their parents/carers when visiting the book fair.
Parents/family volunteers in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of family volunteers. Such volunteers are accompanied by a member of school personnel <i>when interacting with pupils.</i>
BOM and PTA members attending meetings/visiting the school	Risk of child being harmed in the school by volunteer or visitor to the school	BOM and PTA meeting held outside school hours when children are not present. When visiting the school during school



List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
		hours they are accompanied by a member of school personnel.
Prospective parents visiting the school	Risk of child being harmed in the school by volunteer or visitor to the school	When visiting the school during school hours they are accompanied by a member of school personnel.
School concerts (Winter, Spring, Arts Week, Seachtain na Gaeilge, end-of-year etc.)	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by member of school personnel
Cake sales (fundraising)	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by member of school personnel
Official school photographs	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by member of school personnel
Isolation Area	Risk of child being harmed in the school by member of school personnel	Garda vetting of all staff. Creating and implementation of the Covid-19 Procedure For Suspected Case Of Covid-19 Among Staff and Students
Distance Learning – Zoom	Risk of child being harmed by a member of school personnel	Garda vetting of all staff. Parent/Guardian to be present for full duration of Zoom call. Acceptable use policy to be implemented

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 school Principal on Monday the 23rd of November 2020

It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.



Goatstown Stillorgan
Educate Together
National School

Grafton House
Ballymoss Road
Sandyford
Industrial Estate
D18P274
Roll No: 20523U

Signed _____ Date:
Chairperson

Signed _____ Date
Principal



Goatstown Stillorgan
Educate Together
National School

Grafton House
Ballymoss Road
Sandyford
Industrial Estate
D18P274
Roll No: 20523U

Appendix 1: Child Protection Concerns Recording Sheet

**Goatstown/Stillorgan Educate Together National School
Child Protection Concerns Recording Sheet**

Child's No: _____

Date & Time:	Report (incl. direct quotation)	Signature:



Appendix 2: Record of advice/query phone call with Tusla Duty Social Worker

**Goatstown/Stillorgan Educate Together National School
Tusla Duty Social Worker – Record of advice/query phone call**

Name and Role of person seeking advice: _____

Date and Time of phone call: _____

Details of Duty Social Worker: _____

Reason for seeking advice:

--

Advice given by duty social worker:

--

Details of follow-up:

--

Signed: _____

Date: _____



Appendix 3: Child Protection Oversight Report to BOM template

A. ALLEGATIONS OF ABUSE AGAINST MEMBERS OF SCHOOL PERSONNEL

State the number of Reports / Cases since the last BoM Meeting in each category – (See 9.5 DES Procedures*)

	Category	No.
a	Reports made to Tusla	
b	Cases where the DLP sought advice from Tusla and the matter was not reported by the DLP based on the advice of Tusla	
c	Cases where the DLP has not sought any advice from Tusla and has not reported the matter to Tusla	
d	Cases where the DLP did not report the matter to Tusla in circumstances where Tusla has advised the DLP that it should be reported	
e	No cases in a to d above – put an X in the box →	

B. OTHER CHILD PROTECTION CONCERNS IN RESPECT OF PUPILS IN THE SCHOOL

State the number of Reports / Cases since the last BoM Meeting in each category – (See 9.6 DES Procedures*)

	Category	No.
a	Cases where a mandated report was sent by DLP to Tusla following advice from Tusla	
b	Cases where a member of school personnel has submitted a report to Tusla in circumstances where the DLP has decided that the matter did not warrant reporting	
c	Cases where the DLP has sought the advice of Tusla and Tusla has advised that the matter should not be reported	
d	Cases where the DLP has sought the advice of Tusla and Tusla has advised that the matter should be reported but the DLP has not reported the matter in question	
	No cases in a to d above – put an X in the box →	

C. Child protection concerns arising from alleged bullying behaviour amongst pupils

State the number of Reports / Cases since the last BoM Meeting in each category – (See 9.7 DES Procedures*)

	Category	No.
a	Cases where the DLP has reported a concern	
b	Cases where the DLP has sought Tusla advice as to whether to report a concern	
	No cases in a to b above – put an X in the box →	

D. Summary Data

State the number of Reports / Cases since the last BoM Meeting in each category - (See 9.8 DES Procedures*)

	Category	No.
a	Total reports made to Tusla by DLP No of those total reports which were mandated <ul style="list-style-type: none"> No of those total reports concerning members of school personnel 	
b	No of cases where the DLP has sought the advice of Tusla and, as a result of the advice, no report was made by the DLP <ul style="list-style-type: none"> No of those total reports concerning members of school personnel 	
c	No of cases where a member of school personnel provided the DLP with a copy of a report submitted by that person to Tusla in relation to a matter that the DLP had considered did not require reporting or did not require reporting as a mandated report <ul style="list-style-type: none"> No of those total reports concerning members of school personnel 	
	No cases in a to c above – put an X in the box →	



Goatstown Stillorgan
Educate Together
National School

Grafton House
Ballymoss Road
Sandyford
Industrial Estate
D18P274
Roll No: 20523U

Appendix 4: Template to be completed for after-school use of premises for extra-curricular activities, not run by school personnel.

Child Protection Documentation
Goatstown/Stillorgan Educate Together National School
Confirmation of Compliance with GSETNS Child Safeguarding Statement

21st October 2019

Dear Chairperson of Goatstown/Stillorgan Educate Together N.S. Board of Management,

I _____, co-ordinator of the following after-school activity:

_____, agree to comply with the Child Protection Safeguarding Statement

and Risk Assessment of Goatstown/Stillorgan Educate Together National School.

I will work at all times in accordance with the Children First Act 2015 and the Child Protection Procedures for Primary and Post-Primary School 2017.

Signed: _____

Signed: _____

(on behalf of the Board of Management)