



Scoil Chonglais Post-Primary School

Child Safeguarding Statement & Risk Assessment



BORD OIDEACHAIS AGUS OILIÚNA
CHILL DARA AGUS CHILL MHANTÁIN
KILDARE AND WICKLOW
EDUCATION AND TRAINING BOARD

Child Safeguarding Statement and Risk Assessment

For:	Scoil Chonglais, Post Primary School
At:	Baltinglass, Wicklow

This school is a: (tick appropriate) ☐ primary ☒ post-primary ☐ special school

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) and 2025, Child Protection Procedures for Schools 2025 and Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment set out in this document.

The board of management has adopted and will implement fully and without modification the department's Child Protection Procedures for Schools 2025 as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Mr Patrick Maguire

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Ms Emma Fox

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

Mr Patrick Maguire

(In schools this person is the DLP)

Relevant Person can be contacted on:

059 648 1449

patrickmaguire@kwetb.ie

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management, or in an ETB school the Chief Executive or their delegate:

Mr Ken Scully, KWETB Director of Schools

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- ☒ Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- ☒ Fully respect confidentiality requirements as set out in the Child Protection Procedures for Schools 2025 in dealing with child protection matters.
- ☒ Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024)*, and the *Child Protection Procedures for Schools 2025*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

> Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service

~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

> Procedure for the Safe Recruitment and Selection of School Personnel to Work With Children

- ~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Department of Education and Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.
- ~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.

> Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm

- ~ The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:
 - ~ The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.
 - ~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.
 - ~ The school encourages board of management members to avail of any relevant training and complete child protection training.
 - ~ The board of management ensures that records of all staff and board member child protection training are maintained.

> Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla

- ~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

> Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons

- ~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

> Procedure for Appointing a Relevant Person (In schools this person is the DLP)

~ There is a procedure in place for appointing a relevant person.

The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025*, the board of management 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.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association (if any), the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

Child Safeguarding Risk Assessment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1	Daily arrival and dismissal	Inadequate supervision; unauthorised collection	Staff supervision rota; designated entry/exit points; sign-out procedures
2	Recreation breaks	Bullying; physical incidents	Yard supervision rota; incident reporting; Anti-Bullying Policy implementation
3	Classroom teaching	Failure to recognise/report harm	Mandatory Child Protection training; reporting procedures; DLP structure
4	One-to-one teaching	Inappropriate contact	Open-door policy; room visibility panels; timetable oversight
5	One-to-one learning support	Boundary issues	Recorded timetables; AEN oversight; supervised settings
6	One-to-one counselling	Disclosure management risk	Guidance Plan; clear reporting thresholds; DLP referral
7	Outdoor teaching	Injury; supervision gaps	Risk assessments; staff: pupil ratios; mobile contact procedures
8	Online learning	Unauthorised access; online misconduct	Secure platforms; teacher-controlled sessions; AUP
9	Sporting activities	Injury; inappropriate coaching conduct	Qualified coaches; Garda vetting; supervision
10	School outings	Pupil getting lost; external contact	Pre-trip risk assessment; roll calls; staff assigned groups
11	Overnight trips	Reduced safeguarding overnight	Mandatory Child Protection training; reporting procedures; Garda vetting; Room allocation controls; supervision rotas
12	Foreign travel	Safeguarding in unfamiliar setting	Mandatory Child Protection training; reporting procedures; Garda vetting; Detailed planning; emergency contacts; travel insurance; supervision plan

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
13	Changing areas	Privacy breaches	Staff supervision from outside; clear procedures; no staff in changing areas
14	Sports Day	Large group supervision	Whole-school supervision plan; designated zones; first aid station
15	Fundraising events	Public interaction risks	Staff oversight; controlled access; designated event supervision
16	Off-site facilities	External venue risks	Provider checks; supervision maintained; travel planning
17	School transport	Behaviour or safety issues	Bus supervision; escort where required; behaviour expectations
18	AEN care	Higher vulnerability	AEN (Inclusion Policy); Individual support plans; trained staff; regular review meetings
19	Challenging behaviour	Physical safety risk	De-escalation training; crisis response plans; incident recording
20	Food provision	Allergy or safety issues	Allergy awareness (Tyro medical notes); supervision; safe food handling procedures
21	Administration of medicine	Incorrect dosage	Written consent; designated staff; secure storage; logs
22	First Aid	Improper response	Certified first aiders; incident logs; equipment maintained
23	SPHE/RSE	Failure to educate on safety	Timetabled delivery; trained teachers; monitoring of provision
24	Bullying prevention	Ongoing bullying	Bí Cineálta procedures; tracking; follow-up actions
25	Staff training	Staff unaware of procedures	Annual CP training; record keeping; induction programme

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
25	External curriculum personnel	Unknown adults	Garda vetting; contracts; staff present at all times
26	External sports coaches	Boundary risk	Code of conduct; vetting compliance; supervision
27	Vulnerable pupil groups	Discrimination risk	Inclusion policies; pastoral supports; monitoring
28	Ethnic minority pupils	Racism	Anti-racism initiatives; reporting procedures
29	Traveller community pupils	Discrimination	Inclusive practices; monitoring; support systems
30	LGBT students	Targeted bullying	Wellbeing supports; Anti-Bullying Policy enforcement
31	Perceived LGBT pupils	Bullying	Staff vigilance; anti-bullying procedures
32	Minority faith pupils	Discrimination	Respect policies; inclusive ethos
33	Children in care	Additional vulnerability	Tusla liaison; pastoral care structure
34	CPNS students	Heightened risk	DLP oversight; confidentiality procedures
35	Medical needs	Health emergencies	Care plans; staff awareness; emergency procedures
36	Recruitment	Unsuitable staff	Garda vetting; reference checking; interview procedures
37	Guest speakers	Inappropriate content/contact	Staff present; vetting where required; pre-approval
38	Volunteers	Unsupervised access	Supervision; vetting where applicable; clear roles

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
39	Visitors (school day)	Unauthorised access	Sign-in system; ID badges; restricted movement
40	Visitors (after school)	Reduced oversight	Supervised access; caretaker oversight
41	ICT use	Cyberbullying	Filtered internet; monitoring; AUP enforcement
42	Behaviour sanctions	Inappropriate sanction	Policy compliance; recording; oversight by management
43	Work experience (in school)	Risk with younger pupils	Supervision; defined roles, Programmes policy
44	Work experience (external)	Workplace risk	Employer vetting; contact with school; checks; Programmes policy
45	Student teachers	Inexperience	Supervision; mentoring; vetting
46	Photography/video	Misuse	Consent; storage controls; restricted sharing
47	After-school premises use	External access	Lettings policy; supervision; agreements
48	Premises use (school day)	Contact with outsiders	Controlled access; supervision
49	Homework club/Evening study	Late supervision	Mandatory Child Protection training; reporting procedures; Garda Vetting, Attendance records; supervision rota
50	Living away from home	Reduced oversight	Pastoral supports; regular check-ins

Examples of Activities, Risks and Procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive, and that the inclusion of an example of a policy or procedure on these lists does not make it mandatory. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as 'any potential for harm'.

Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to:

- Identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities.
- Identify and assess the adequacy of the various procedures already in place to manage those risks of harm.
- Identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

Online Safety

The *Addendum to Children First: National Guidance for the Protection and Welfare of Children 2017* published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement and Risk Assessment.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

Risk in the context of this Child Safeguarding Statement and 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 the Children First Act 2015: 'harm' means, in relation to a child— (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.

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment.

In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on **25/05/2026**

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on **May 2027**

Signed:*	<i>Michael Browne</i>	Date: <i>25/05/2026</i>
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Chairperson of the board of management

Signed:*	<i>Patrick Maquire</i>	Date: <i>25/05/2026</i>
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Principal/Secretary to the board of management

Appendix - Location of copies of the Child Protection Procedures and Children First Guidance

This may be in the form of specifying the online location for the procedures (Department of Education and Youth website www.gov.ie/childprotectionschools and/or the school website), providing a link to the Children First National Guidance 2017 [Children First National Guidance 2017.pdf](http://www.gov.ie/childprotectionschools/Children%20First%20National%20Guidance%202017.pdf), and stating the number and location of hard copies of these procedures available in the school.

The school has ensured that all relevant child safeguarding procedures and guidance are readily accessible to all school personnel.

The **Child Protection Procedures for Schools 2025** are available online at the Department of Education and Youth website: <https://www.gov.ie/childprotectionschools>

The school also draws on and makes available **Children First: National Guidance for the Protection and Welfare of Children (2017)**, which can be accessed here: [https://www.tusla.ie/uploads/content/Children First National Guidance 2017.pdf](https://www.tusla.ie/uploads/content/Children%20First%20National%20Guidance%202017.pdf)

A copy of the school's **Child Safeguarding Statement and Risk Assessment** is:

- Available at the school office
- Available on the school website which can be accessed here: <https://scoilchonglais.ie/>
- Available to parents and guardians on request

All school personnel are required to familiarise themselves with these procedures and to adhere fully to the Child Protection Procedures for Schools 2025 in their professional practice.