



**ASHBOURNE  
EDUCATE TOGETHER  
NATIONAL SCHOOL**

**Child Safeguarding Risk Assessment  
(of any potential harm) 2022-2023**

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly	<ul style="list-style-type: none"> <li>● Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>● DLP&amp; DDLP to attend face to face training when made available</li> <li>● All staff to receive training on new Child Protection Procedures</li> <li>● All Staff to update and take online training and provide evidence of completion to Principal</li> <li>● BOM records all records of staff and board training</li> </ul>
Daily Arrival and Dismissal of pupils	Inadequate Supervision, Inappropriate Behaviour, Bullying	<ul style="list-style-type: none"> <li>● Morning Supervision Rota for Courtyard and Front Yard</li> <li>● Children line up</li> <li>● Class Teachers hand over all students Infants – 2<sup>nd</sup> at home time</li> <li>● Class Teachers walk their class (3<sup>rd</sup>- 6<sup>th</sup>) to exit point and hand over to parent or children walk home if they have consent</li> </ul>
One to one teaching	Harm by school personnel	<ul style="list-style-type: none"> <li>● Procedures in place for one-to-one teaching in SEN policy</li> <li>● Doors with Glass Windows</li> </ul>
Care of children with special needs, including intimate care needs	Harm by school personnel	<ul style="list-style-type: none"> <li>● Intimate Care policy</li> <li>● Two staff present to attend to intimate care needs</li> <li>● Communication with home &amp; records kept</li> <li>● Care Monitoring Sheets</li> </ul>

Toilet areas	Inappropriate behaviour	<ul style="list-style-type: none"> <li>● Toilets in the Classroom</li> <li>● Children accessing toilets before and after breaks and during the school day</li> </ul>
Curricular Provision in respect of SPHE, RSE, Stay Safe.	Non-teaching of same	<ul style="list-style-type: none"> <li>● SPHE, RSE &amp; Stay Safe implemented in full</li> <li>● RSE policy in place &amp; curricular links available to parents on school website</li> <li>● Teachers own planning, notes and observations</li> </ul>
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	<ul style="list-style-type: none"> <li>● Health &amp; Safety Policy</li> <li>● Code Of Behaviour</li> <li>● Positive handling training for SNA's and Selected SET Staff 2021</li> <li>● CPI training of staff member Sept 2022- Train the trainer</li> <li>● CPI training for SNA's , AS Class Teachers and Selected Staff – Term 2- school year 22/23</li> </ul>
Sports Coaches or external personnel to supplement the curriculum	Harm to pupils	<ul style="list-style-type: none"> <li>● Coaches must present Garda vetting and other relevant documentation to school in advance</li> <li>● Class teacher must be present at all times and in charge</li> </ul>
Recreation breaks for pupils	Harm to pupils by other pupils Bullying Inappropriate behaviour	<ul style="list-style-type: none"> <li>● Yard supervision rota in place</li> <li>● Adequate yard supervision in place</li> <li>● Recording of incidents and behaviours on yard</li> <li>● Active Yards in Place 3<sup>rd</sup>-6<sup>th</sup> to minimise conflict/incidents</li> <li>● Structured Play organised for individuals</li> <li>● Code of Behaviour</li> <li>● Anti-Bullying Policy</li> <li>● First Aid procedures in place</li> </ul>
Classroom teaching	Harm from other pupils and staff	<ul style="list-style-type: none"> <li>● Code of Behaviour</li> <li>● Door open if in room alone with a child</li> </ul>

		<ul style="list-style-type: none"> <li>● Door open between partner teacher if teacher is on break- SET teacher to cover where possible</li> </ul>
Outdoor teaching activities	Harm to pupils Bullying	<ul style="list-style-type: none"> <li>● Adequate supervision in place</li> <li>● Teacher present at all times</li> </ul>
Online Teaching and Learning	Harm due to inappropriate use of online remote teaching and learning communication platform	<ul style="list-style-type: none"> <li>● The school has an Acceptable Usage Policy in place, to include provision for online teaching and learning remotely</li> <li>● Using Digital Platforms – Guidelines for teachers and parents</li> <li>● Online Safety talks for 4<sup>th</sup>, 5<sup>th</sup> &amp; 6<sup>th</sup> Classes annually</li> <li>● Online Safety Talks for Parents – every two years ( October 2022)</li> </ul>
Use of tablet devices and smartphones in the classroom and in the course of the school day	Harm associated with misuse, abuse of devices and the various associated technologies	<ul style="list-style-type: none"> <li>● The school has a digital device policy</li> <li>● Code of Behaviour</li> <li>● Online Safety talks for 4<sup>th</sup>, 5<sup>th</sup> &amp; 6<sup>th</sup> Classes annually</li> <li>● Assemblies to focus on online safety</li> <li>● School has introduced IT lessons to promote IT literacy and to promote online safety as part of team teaching</li> </ul>
Sporting Activities	Harm to pupils Bullying	<ul style="list-style-type: none"> <li>● Anti-Bullying policy</li> <li>● Code of Behaviour</li> <li>● First Aid Procedures</li> <li>● School Tours/Trips Policy</li> <li>● First aid bag with personal medication where required</li> <li>● Contact list- Aladdin App</li> <li>● Adequate supervision at all times</li> <li>● Teachers must be present and in ultimate charge at all times</li> </ul>
School tours, trips and outings	Harm to pupils Bullying	<ul style="list-style-type: none"> <li>● Anti-Bullying Policy</li> <li>● Code of Behaviour</li> </ul>

	Inappropriate behaviour Risk of inappropriate communication between pupils via digital devices, physical injury	<ul style="list-style-type: none"> <li>● Digital Device Policy</li> <li>● First Aid, Accidents Procedures</li> <li>● School Tour/Trips Policy</li> <li>● Proper supervision arrangements &amp; collection</li> <li>● Pupil-teacher ratio</li> </ul>
Annual Sports Day	Harm to pupils by inappropriate communications between child and unknown adult, inadequate supervision & physical injury	<ul style="list-style-type: none"> <li>● Sports Day timetable and organisation circulated to school community in advance</li> <li>● No photography or recording permitted by parents/visitors</li> <li>● Code of Behaviour</li> <li>● Anti-Bullying Policy</li> <li>● First Aid procedures in place</li> <li>● Teachers must be always present and in ultimate charge</li> </ul>
Fundraising events involving pupils	Harm to pupils by inappropriate communications between child and unknown adult, inadequate supervision & physical injury	<ul style="list-style-type: none"> <li>● Adequate insurance</li> <li>● Safety Statement &amp; first aid procedures in place</li> <li>● Event timetable, organisation &amp; procedures circulated to school community in advance</li> <li>● Proper supervision arrangements &amp; collection</li> <li>● Garda vetting for volunteers where required</li> <li>● Anti-Bullying Policy</li> <li>● Proper supervision arrangements &amp; collection</li> <li>● Pupil-teacher ratio</li> <li>● Pupil- Adult Ratio for PTA organised events</li> </ul>
During & after school use of school by other individuals/groups/organisations	Harm to pupils	<ul style="list-style-type: none"> <li>● BoM procedures in place and communicated to individual/ group/ organisation in advance</li> <li>● Insurance in place by outside groups</li> <li>● Proper supervision arrangements &amp; collection</li> <li>● Pupil-teacher ratio</li> </ul>

		<ul style="list-style-type: none"> <li>● Garda vetting</li> <li>● Certification of Child Protection training course</li> </ul>
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	Physical harm to pupils & adults	<ul style="list-style-type: none"> <li>● Code of Behaviour</li> <li>● Appendix- Managing Behaviours of Concern</li> <li>● Positive Handling Course to take place in November 21</li> <li>● Staff member trained as a trainer in CPI – Sept 2022</li> <li>● CPI training for SNA's , AS Class Teachers and Selected Staff – Term 2- school year 22/23</li> </ul>
Administration of Medicine & First Aid	Physical harm to pupils and adults	<ul style="list-style-type: none"> <li>● Administration of Medication Policy</li> <li>● Staff training for specific medical conditions</li> <li>● Care Monitoring Sheets where appropriate</li> <li>● Staff first aid training every second year ( Last Training 2022)</li> <li>● Each Class Group has First aid box for during school day and Yard- Accidents recorded</li> <li>● Serious Injuries – dealt with at the office – parents informed</li> </ul>
Swimming	Harm to pupils Bullying Inappropriate behaviour Harm from unauthorised persons	<ul style="list-style-type: none"> <li>● Adequate supervision in changing areas by staff</li> <li>● Guidelines for Swimming</li> <li>● Qualified and certified coaches</li> </ul>
Care of pupils with specific vulnerabilities/ needs such as <ul style="list-style-type: none"> <li>● Pupils from ethnic minorities/migrants</li> <li>● Members of the Traveller community</li> <li>● Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>● Pupils perceived to be LGBT</li> <li>● Pupils of minority religious faiths</li> </ul>	Bullying	<ul style="list-style-type: none"> <li>● Anti-Bullying policy</li> <li>● Code of Behaviour</li> <li>● Equality Policy</li> <li>● Learn Together Curriculum and Lessons</li> </ul>

<ul style="list-style-type: none"> <li>● Children in care</li> </ul>		
Use of Information and Communication Technology by pupils in school	<p>Bullying</p> <p>Risk of harm due to inappropriately accessing/using ICT devices while at school</p>	<ul style="list-style-type: none"> <li>● AUP policy</li> <li>● Anti-Bullying Policy</li> <li>● Code of Behaviour</li> <li>● Digital Device Policy</li> <li>● Assistive Technology Policy</li> <li>● NCTE filter on school broadband access</li> </ul>
Students/Student Teachers participating in work experience in the school	<p>Harm not being recognised by school personnel</p> <p>Risk of harm due to inappropriate relationship/communication between child and adult</p>	<ul style="list-style-type: none"> <li>● Garda vetting &amp; insurance documentation from colleges</li> <li>● Teacher has overall responsibility of the class and teaching</li> <li>● In exceptional circumstances student teachers will be used to fill substitute roles where a qualified teacher is not available</li> <li>● Work experience and placement policy</li> </ul>
Trainee SNA's undertaking placement	Risk of harm by volunteer	<ul style="list-style-type: none"> <li>● Garda Vetting in place for Trainee SNA</li> </ul>
Use of video/photography/other media to record school events	Risk of identification of individual child online	<ul style="list-style-type: none"> <li>● AUP policy</li> <li>● Procedures in place communicated to individual/group/ organisations in advance</li> </ul>
Use of off-site facilities for school activities	Harm to pupils by inappropriate communications between child and unknown adult, inadequate supervision & physical injury	<ul style="list-style-type: none"> <li>● Anti-Bullying,</li> <li>● Code of Behaviour</li> <li>● Garda vetting for volunteers</li> <li>● Proper supervision arrangements &amp; collection</li> <li>● Pupil-teacher ratio</li> </ul>

School transport arrangements including use of bus escorts	Harm to pupils by inappropriate communications between child and unknown adult, inadequate supervision & bullying	<ul style="list-style-type: none"> <li>● Code of Behaviour &amp; Anti-Bullying policy</li> <li>● At present no children come to school by bus</li> <li>● School has not employed any bus escorts at present</li> </ul>
Visits from External Agencies- DES, Inspectorate, NCSE, TUSLA and others	Risk of harm to pupils by volunteer/visitor to the school	<ul style="list-style-type: none"> <li>● All visitors to school sign in at office</li> <li>● Such Visitors are not left alone with children</li> <li>● Member of school personnel always present</li> </ul>
HSE Vaccinations/Hearing and Vision Tests	Risk of harm to pupils by those visiting	<ul style="list-style-type: none"> <li>● Sign in at office</li> <li>● Parents to sign consent form</li> <li>● Testing/Vaccinations take place in Hall /Library</li> </ul>
Annual Book Fair	Risk of harm by visitors or volunteers	<ul style="list-style-type: none"> <li>● Class teachers present when class visit Book Fair</li> </ul>
Recruitment of school personnel including – <ul style="list-style-type: none"> <li>● Teachers &amp; SNA's</li> <li>● Caretaker/Secretary/Cleaners</li> <li>● Sports coaches</li> <li>● External Tutors/Guest Speakers</li> <li>● Volunteers/Parents in school activities</li> <li>● Visitors/contractors in school during school &amp; after school hours</li> </ul>	Harm not recognised or properly or promptly reported	<ul style="list-style-type: none"> <li>● Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>● Staff to receive Child Protection training/view Tusla training module/any other online training offered by PDST</li> <li>● Vetting Procedures</li> <li>● School Visitors, External Tutors- never unsupervised with children</li> <li>● Agreed disciplinary procedures for teaching staff</li> </ul>
Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Risk of pupils being harmed by school personnel	<ul style="list-style-type: none"> <li>● Code of Behaviour reviewed regularly</li> <li>● Digital Device &amp; Acceptable Usage policy reviewed regularly</li> <li>● Anti-Bullying policy</li> <li>● Garda Vetting of all staff</li> <li>● Teaching and Non Teaching Staff aware of policies</li> </ul>

**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 the 1<sup>st</sup> December 2022. It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed:



Chairperson of Board of Management

Date: 1/12/22

Signed:



Principal/Secretary to the Board of Management

Date: 1/12/22