

Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Sandford Park School is a post-primary school providing post-primary education to pupils from First Year to Leaving Certificate Year.

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 \(2019\)](#), [the Child Protection Procedures for Primary and Post Primary Schools \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Governors of Sandford Park School has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Governors has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised (2023))* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Ms Edith Byrne
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Mr Shane Keogh
- 4 The Relevant Person is Ms Edith Byrne
- 5 The Board of Governors recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In its policies, procedures, practices and activities, 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 or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
- develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- fully respect confidentiality requirements in dealing with child protection matters.

The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

- 6 The following procedures/measures are in place:
 - In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres 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 available on the [gov.ie](#) website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
 - Has provided each member of 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 Governors members to avail of relevant training
 - The Board of Governors maintains records of all staff and Board member training
- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has 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.
- The various procedures referred to in this Statement can be accessed via the school's website, the [gov.ie](#) website or will be made available on request by the school.

Note: The above is not intended as an exhaustive list.


- 7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 8 This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was adopted by the Board of Governors on

This Child Safeguarding Statement was reviewed by the Board of Governors on

Signed: 
Chairperson of Board of Governors

Date: 24/4/24

Signed: 
Principal/Secretary to the Board of Governors

Date: 24/4/24

Child Safeguarding Risk Assessment

Written Assessment of Risk of Sandford Park School

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary (revised 2023)*, the following is the Written Risk Assessment of Sandford Park School.

1. List of school activities

- School arrival/departure
- Students travelling on school bus/Staff giving students lifts
- Recreation breaks for students
- Student congregation in locker areas
- Classroom teaching
- One-to-one teaching
- One-to-one learning support/music lessons
- One-to-one guidance/counselling
- Supervised Evening Study
- Outdoor teaching activities
- Co-curricular activities and clubs e.g. Drama, Debating, Choir etc.
- Sporting activities
- School outings
- School tours, trips and outings involving overnight stay and foreign travel
- Use of toilet/changing areas/shower facilities in schools
- Use of off-site facilities for school activities
- Fundraising events involving students
- Online teaching and learning
- Use of technology/remote teaching and learning
- Care of students with special educational needs, including intimate care where needed,
- Management of challenging behaviour amongst students
- Management of provision of food and drink
- Administration of Medicine/First Aid
- Curricular provision in respect of SPHE, RSE, Wellbeing
- Dealing with bullying amongst students
- Use of external personnel to supplement curriculum/visiting speakers
- Use of external personnel to support sports and other extra-curricular activities
- Care of students with specific vulnerabilities
- Recruitment of school personnel
- Visitors/contractors present in school during school hours or during/after school activities
- Volunteer/parents involved in school activities
- Use of Information and Communication Technology by students and staff in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of students
- Students participating in work experience or community work in the school or elsewhere
- Student teachers undertaking training placement in school

- Use of video/photography/other media to record school events
- During/After school use of school premises by other organisations

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

- Risk of harm due to inadequate adherence to the Code of Behaviour
- Risk of harm not being recognised by school personnel
- Risk of a student being harmed not being reported properly and promptly by school personnel
- Risk of student being harmed in the school by a member of school personnel, volunteer or visitor to the school
- Risk of student being harmed in the school by another child or by an unauthorised intruder
- Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while the student is participating in out of school activities
- Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of student in school or on school trips
- Risk of harm due to inadequate supervision of a student in school or while student is attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another student or adult
- Risk of harm due to students inappropriately accessing/using technology, social media, phones and other devices while at school
- Risk of harm to students with particular vulnerabilities, including medical vulnerabilities
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with students in an inappropriate 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

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 and Risk Assessment*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2023* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools Revised 2023* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- All employees of the school are required to complete the TUSLA online Child Protection eLearning module.
- All employees of the school sign a register annually acknowledging receipt of the Child Safeguarding Statement and Risk Assessment.
- The school implements in full the SPHE curriculum
- 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 an Attendance Policy and Strategy Statement for School Attendance
- The school has a protocol in place for corridors/grounds supervision to ensure appropriate supervision of students during arrival, departure and break times.
- The school has in place a Trips and Tours policy re-school outings
- The school has a Health and Safety policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
- Staff are required to adhere to the standards and *Code of Professional Conduct for Teachers* as published by the Teaching Council
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has an Additional Educational Needs policy and an SNA policy
- The school has in place a policy and procedures for the administration of medication to students
- The school –
 - Has provided each member of school staff with a copy of the school's Child Safeguarding Statement and Risk Assessment
 - Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
 - Encourages staff to avail of relevant training
 - Encourages board of governors' 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 students
- The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, use of personal devices to include mobile phone and tablet devices, and has communicated this policy to parents
- The school has in place a Critical Incident Management Plan
- The school has in place a policy and procedures for the use of visiting speakers/ persons to supplement delivery of the curriculum
- 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 of the school undertaking work experience in external organisations and 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 (revised 2023)*

In undertaking this risk assessment, the board of governors 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.



An Ghníomhaireacht um
Leanaí agus an Teaghlach
Child and Family Agency

Dublin South East Dedicated Contact Point

DISCUSS/REPORT A CONCERN	
Contact details if you need to report a concern about a child or need to discuss a concern	
	Child and Family Agency, Unit 9, Nutgrove Retail Park, Churchtown, Dublin 14
	01 9213400



An Garda Síochána
Ireland's National Police and Security Service

	Donnybrook Garda Station - Operating Model Division* , 43, Donnybrook Road, Donnybrook, Dublin 4, D04 XC78
	01 666 9200