

# Child Safeguarding Risk Assessment

## Written Assessment of Risk of St. Fintan's High School

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 St. Fintan's High School.

### 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
- One-to-one oral preparation
- One-to-one oral mock exams
- Incidents of unplanned one-to-one supervision e.g. medical emergency, student not collected from a school outing or event
- Outdoor teaching activities
- Sporting activities
- School outings including all curricular, extracurricular and leisure time activities
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Going to lockers during the school 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
- 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
- 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
- Visiting examiners from the SEC
- Care of pupils with specific vulnerabilities or needs
- Recruitment of school personnel including -
  - Teachers/SNA's
  - Caretaker/Secretary/Cleaners
  - Canteen Staff
  - Sports coaches
  - External Tutors/Guest Speakers

- 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, including social media.
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations
- After school study
- Extra classes before or after school
- School Musical – after school or weekend rehearsals and performances
- Open Night

**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, sporting activities etc.
- 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 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
- Risk of harm caused by inappropriate use of online remote teaching and learning communication platforms, such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms

**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 names of the DLP and DDLP are displayed in the school building
- 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 supervision and substitution procedures in place to ensure appropriate supervision of children at all times
- The school has introduced Online Safety as part of a Wellbeing module for all 1st Year students and a number of initiatives around Internet Safety are carried out throughout the year for other year groups.
- The school has clear procedures in place in respect of visitors to the school.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a Safety Statement in place
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school has a Staff Charter for school personnel
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has an Additional Educational Needs policy
- The school has in place a policy and 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
  - 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 pupils
- The school has pastoral care supports in place for all students
- The school has a suspension and expulsion policy
- 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 adheres to vetting procedures in relation to the use of external persons

to supplement delivery of the curriculum. It also follows DES guidelines for the use of external persons who might supplement the curriculum.

- The school adheres to vetting procedures in relation to 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 a Remote Learning Plan
- The school has in place a policy and procedures for one-to-one counselling
- The school adheres to vetting procedures in respect of student teacher placements

**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 6<sup>th</sup> October 2022. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed: Pat J Reilly Date: 6/10/22

Chairperson, Board of Management

Signed: Milly Mullen Date: 6/10/22

Principal/Secretary to the Board of Management