



## Child Safeguarding Statement

Kilmessan Mixed NS is a primary school providing primary education to pupils from Junior Infants to Sixth Class.

In accordance with the requirements of the [ChildrenFirst Act 2015](#), [ChildrenFirst: 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 Management of Kilmessan Mixed NS has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Management 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 [Michelle Mc Keown \(Principal\)](#)
- 3 The Deputy Designated Liaison Person (Deputy DLP) is [Katie Bradley \(Acting Deputy Principal\)](#)
- 4 The Relevant Person is [Michelle Mc Keown \(Principal\)](#)  
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)
- 5 The Board of Management 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](http://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](http://gov.ie) 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](http://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 Management members to avail of relevant training
  - The Board of Management 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 2


# Kilmessan Mixed N.S.


- 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](http://gov.ie) website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) 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 Management on 8-10-2024. This Child Safeguarding Statement was reviewed by the Board of Management on 8-10-2024.

Sign   
Chairperson of Board of Management

Signed:   
Principal/Secretary to the Board of Management

Date: 8-10-2024

Date: 8-10-2024

# Kilmessan Mixed N.S.

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Kilmessan Mixed NS

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 Kilmessan Mixed N.S.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities	3. The school has the following procedures in place to address the risks of harm 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 Oide face to face training</li> <li>• All staff to receive training on Child Protection Procedures (TUSLA)</li> <li>• BoM records all incidences of staff and board training</li> </ul>
Daily arrival and dismissal of pupils	Harm to pupils by other pupils Bullying Inappropriate behaviour Non-collection, late collection or collection by unauthorised persons	<ul style="list-style-type: none"> <li>• Principal &amp; ISA supervision 8:50 - 9:10</li> <li>• Teachers accompany pupils to school gates at dismissal time</li> <li>• Collection procedures JI – 2<sup>nd</sup> Class</li> <li>• Principal supervises pupils onto bus &amp; using pedestrian crossing</li> </ul>
One to one teaching	Harm by school personnel	<ul style="list-style-type: none"> <li>• Procedure in place for one-to-one teaching in Inclusive Education policy</li> <li>• Open doors</li> <li>• Glass panel in door/window</li> <li>• 'Hugs are for home'</li> </ul>
Care of Children with additional needs, including intimate care needs	Harm by school personnel	<ul style="list-style-type: none"> <li>• Intimate Care policy</li> <li>• ISA policy</li> <li>• Two staff present to attend to intimate care needs (rota in case of staff absences)</li> <li>• Communication with home &amp; records kept</li> </ul>

## Kilmessan Mixed N.S.

Toilet areas	Inappropriate behaviour	<ul style="list-style-type: none"> <li>• Pupils visit toilet <i>before</i> outside breaks</li> <li>• Pupils accompanied to external WC door by ISAs during outside breaks</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 in all classes</li> <li>• RSE policy in place &amp; curricular links available to parents on school website</li> <li>• Sensitive areas taught simultaneously to all classes</li> <li>• Nótaí &amp; cuntaisí míosúla na múinteoirí</li> </ul>
Sports Coaches or external personnel to supplement the curriculum (incl. choirs, litter-picking, Green School activities etc.)	Harm to pupils	<ul style="list-style-type: none"> <li>• Policy &amp; procedures in place</li> <li>• Sports Code of Conduct</li> <li>• Coaches/tutors must present Garda vetting and other relevant documentation to school in advance</li> <li>• Class teacher must be always present and is ultimately in charge</li> </ul>
Recreation breaks for pupils	Harm to pupils by other pupils Bullying Inappropriate behaviour	<ul style="list-style-type: none"> <li>• Teachers accompany classes to/from yard</li> <li>• Yard supervision rota in place</li> <li>• Adequate yard supervision in place</li> <li>• Segregation of yard and field spaces</li> <li>• Code of Behaviour</li> <li>• Anti-Bullying Policy</li> <li>• First Aid policy and procedures in place</li> <li>• Share &amp; Solve after breaktimes</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> <li>• Glass panel in door</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 &amp; is in ultimate charge</li> </ul>

## Kilmessan Mixed N.S.

Sporting Activities	Harm to pupils Bullying	<ul style="list-style-type: none"> <li>• Anti-Bullying policy</li> <li>• Bus Safety procedures</li> <li>• Buses to and from activities</li> <li>• First aid bag with personal medication (where required) &amp; Contact List</li> <li>• Adequate supervision at all times</li> <li>• Sports Code of Conduct</li> <li>• Teachers must be present and in ultimate charge at all times</li> <li>• 2 staff members present at all events</li> </ul>
School tours, trips and outings	Harm to pupils Bullying Inappropriate behaviour Risk of inappropriate communication between pupils via digital devices	<ul style="list-style-type: none"> <li>• Anti-Bullying Policy</li> <li>• Mobile Phone Policy</li> <li>• Bus Safety procedures</li> <li>• First Aid bag with personal medication (where required) &amp; Contact List</li> <li>• Proper supervision &amp; collection arrangements</li> <li>• Written parental permission sought</li> <li>• Pupil-teacher ratio</li> <li>• Teachers must be present at all times &amp; ultimately in charge</li> </ul>
Annual Sports Day	Inadequate supervision & physical injury Improper/unsupervised use of equipment	<ul style="list-style-type: none"> <li>• Sports Day timetable and organisation circulated to school community in advance</li> <li>• Code of Behaviour</li> <li>• First Aid procedures in place</li> <li>• Proper supervision of all activities &amp; equipment</li> <li>• Teachers must be present and in ultimate charge at all times</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</li> <li>• Event timetable, organisation &amp; procedures circulated to school community in advance</li> <li>• First aid procedures in place</li> <li>• Proper supervision &amp; collection arrangements</li> <li>• Garda vetting for volunteers</li> <li>• Pupil-teacher ratio</li> <li>• Anti-Bullying policy</li> </ul>

## Kilmessan Mixed N.S.

<p>During &amp; after school use of school by other individuals/groups/organisations</p>	<p>Harm to pupils</p>	<ul style="list-style-type: none"> <li>• BoM procedures in place and communicated to individual/ group/ organisation in advance</li> <li>• Proper supervision &amp; collection arrangements</li> <li>• Pupil-teacher ratio</li> <li>• Garda vetting &amp; adequate insurance</li> <li>• Certification of Child Protection training course</li> </ul>
<p>Management of challenging behaviour amongst pupils, including appropriate use of restraint where required</p>	<p>Physical harm to pupils &amp; adults</p>	<ul style="list-style-type: none"> <li>• Code of Conduct</li> <li>• Health &amp; Safety procedures</li> </ul>
<p>Administration of Medicine &amp; First Aid</p>	<p>Physical harm to pupils and adults</p>	<ul style="list-style-type: none"> <li>• Administration of Medication Policy</li> <li>• First Aid policy &amp; record book in place</li> <li>• Staff training for specific medical conditions</li> <li>• Staff first aid training every 2-3 years</li> <li>• Procedures for first aid visible in first aid area</li> </ul>
<p>Swimming</p>	<p>Harm to pupils Bullying Inappropriate behaviour Harm from unauthorised persons</p>	<ul style="list-style-type: none"> <li>• Adequate supervision in changing areas (<i>min.2 persons</i>), on the bank and in public viewing gallery</li> <li>• Anti-Bullying policy</li> <li>• Boys and girls segregated</li> <li>• Only school personnel permitted in the changing areas</li> <li>• Qualified and certified coaches</li> <li>• Pupils in groups of 2+</li> </ul>
<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> <li>• Pupils from ethnic minorities/migrants</li> <li>• Members of the Traveller community</li> <li>• Lesbian, gay, bisexual, transgender or questioning (LGBTQ+) children</li> <li>• Pupils <i>perceived</i> to be LGBTQ+</li> <li>• Pupils of minority religious faiths</li> <li>• Children in care</li> </ul>	<p>Bullying</p>	<ul style="list-style-type: none"> <li>• Code of Behaviour</li> <li>• Anti-Bullying policy</li> </ul>

## Kilmessan Mixed N.S.

Use of Information and Communication Technology by pupils in school	Bullying Risk of harm due to inappropriate access to/use of ICT devices while at school <b>or engaged in schoolwork at home</b>	<ul style="list-style-type: none"> <li>• Acceptable Use Policy</li> <li>• Anti-Bullying Policy</li> <li>• Code of Behaviour</li> <li>• SPHE/Webwise lessons</li> <li>• NCTE filter on school broadband access</li> <li>• Remote Teaching &amp; Learning Plan</li> <li>• Specific (numbered) devices allocated to pupils</li> </ul>
Students/Student Teachers participating in work experience in the school	Risk of harm not being recognised by school personnel Risk of harm due to inappropriate relationship/communication between child and adult	<ul style="list-style-type: none"> <li>• Student/Teacher Work Experience Policy</li> <li>• Garda vetting documentation</li> <li>• Teachers must be present and ultimately in charge (<i>while allowing for Teacher Placement protocols</i>)</li> <li>• Adequate insurance</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>• Acceptable Use Policy</li> <li>• Procedures in place communicated to individuals/groups/organisations in advance</li> </ul>
Use of off-site facilities for school activities (including life skills/social skills excursions)	Harm to pupils by inappropriate communications between child and unknown adult, inadequate supervision & physical injury	<ul style="list-style-type: none"> <li>• Anti-Bullying policy</li> <li>• Code of Behaviour</li> <li>• Garda vetting for volunteers</li> <li>• Proper supervision &amp; collection arrangements</li> <li>• Pupil-teacher ratio</li> </ul>
On site activities outside of school hours such as Homework/Breakfast Clubs, Speech & Drama classes etc.	Harm to pupils by inappropriate communications between child and unknown adult, inadequate supervision & bullying	<ul style="list-style-type: none"> <li>• School policies &amp; procedures to be adhered to at all times</li> <li>• Proper supervision &amp; collection arrangements</li> <li>• Pupil-teacher ratio</li> <li>• Adequate insurance</li> <li>• All staff to have Garda vetting &amp; relevant Child Protection training</li> <li>• All staff have Safety Statement</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>• Regular liaison with bus driver</li> <li>• Code of Behaviour</li> <li>• Garda vetting for volunteers</li> <li>• Anti-Bullying policy</li> </ul>



## Kilmessan Mixed N.S.

<p>Recruitment of school personnel including –</p> <ul style="list-style-type: none"> <li>• Teachers &amp; ISAs</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches, external visitors</li> <li>• Volunteers/Parents in school activities</li> <li>• Visitors/contractors present in school during or after school hours</li> </ul>	<p>Harm not recognised or properly or promptly reported</p>	<ul style="list-style-type: none"> <li>• Child Safeguarding Statement &amp; DES procedures made available to all staff</li> <li>• Staff receive Child Protection training/complete Tusla &amp; Oide training</li> <li>• Vetting Procedures</li> <li>• Induction procedures for new staff</li> <li>• <i>Droichead</i> for un-probated teachers</li> <li>• Teacher present at all times during visits &amp; ultimately in charge</li> </ul>
<p>Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.</p>	<p>Risk of harm due to inadequate code of behaviour</p>	<ul style="list-style-type: none"> <li>• Code of Behaviour reviewed regularly by staff, BoM &amp; PA</li> <li>• Mobile Phone Policy</li> <li>• Acceptable Use Policy</li> <li>• Anti-Bullying Policy</li> </ul>
<p>Use of online teaching platforms for schoolwork &amp;/or live interactions between staff &amp; pupils</p>	<p>Inappropriate behaviour by participants Inappropriate content shared Child Protection/welfare concerns witnessed by staff Unauthorised persons attending</p>	<ul style="list-style-type: none"> <li>• Parental permission agreed</li> <li>• Agreed email addresses only</li> <li>• Parental supervision of live sessions</li> <li>• No recording or sharing of live content</li> <li>• Min. of 2 adults on any live interactions</li> <li>• Training for staff</li> <li>• Clear Code of conduct/Guidelines issued to all parents, pupils &amp; staff including sanctions for breaches of Guidelines</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 the general health & 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.