

***Meánscoil na nBráithre Críostaí, Cill Chainnigh***  
**Christian Brothers Secondary School, Kilkenny.**

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**CBS Kilkenny**  
**Child Safeguarding**

# **Statement & Risk Assessment**

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**Reviewed and Updated: Nov 2021**

**Reviewed and Updated: Nov 2020**

**Reviewed and Updated: Nov 2019**

**Reviewed and Updated: Oct 2018**

**First Developed: 13 March 2018**

## **Introduction**

Reviewed and updated Nov 2021

Reviewed and updated Nov 2020

Reviewed and updated Nov 2019

Reviewed and updated Oct 2018

The Risk Assessment was originally compiled in January-March 2018.

## CHILD SAFEGUARDING STATEMENT

CBS Secondary School Kilkenny 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 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of CBS Secondary School Kilkenny 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 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Mr Tom Clarke
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ms Lucy Ryan
- 4 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.

- 5 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 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DE 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 DE 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 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this school the Board has appointed the above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the school's child safeguarding statement.
- 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 DE 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.

- 6 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.
- 7 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 \_\_\_\_\_.

This Child Safeguarding Statement was reviewed by the Board of Management on \_\_\_\_\_.

Signed: \_\_\_\_\_

Chairperson of Board of Management

Signed: \_\_\_\_\_

Principal/Secretary to the Board of Management

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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 Risk Assessment of CBS Kilkenny.

**List of school activities**

Daily arrival and dismissal of students
Recreation breaks for students
Classroom teaching
One-to-one teaching
One-to-one counselling
Outdoor teaching activities
Sporting Activities
School outings
School trips involving overnight stay
School trips involving foreign travel
Use of toilet / changing / shower areas in schools
Annual Sports Day
Fundraising events involving students
Use of off-site facilities for school activities
School transport arrangements including use of bus escorts
Care of children with special educational needs, including intimate care where needed
All forms of communication between staff and students
Administration of Medicine
Administration of First Aid
Curricular provision in respect of SPHE, RSE, etc
Prevention and dealing with bullying amongst students
Use of external personnel to supplement curriculum
Use of external personnel to support sports and other extra-curricular activities
Care of students with specific vulnerabilities / needs such as:
<ul style="list-style-type: none"><li>● Students from ethnic minorities/migrants</li><li>● Members of the Traveller community</li><li>● Lesbian, gay, bisexual or transgender (LGBT) children</li><li>● Students perceived to be LGBT</li><li>● Students of minority religious faiths</li><li>● Children in care</li></ul>
Recruitment of school personnel including -

- Teachers/SNAs
- Caretaker/Secretary/Cleaners

External Tutors/Guest Speakers

Volunteers/Parents in school activities

Visitors/contractors present in school during school hours

Visitors/contractors present during after school activities

Use of Information and Communication Technology by students in school

Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.

Students participating in work experience in 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

Use of the school premises by other organisations during school day

Evening study

TY students carry out "Digital Workshops for the elderly" off school premises

TY students in separate premises due to Covid space constraints

All students using local sports grounds for outdoor PE

Students involved in remote teaching and learning

**CBS Kilkenny 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 / bullied by another child

Risk of harm due to inadequate supervision of children at school / while attending out of school activities

Risk of harm due to inappropriate relationship/communications between child and another child or adult

Risk of harm to children with SEN who have particular vulnerabilities

Risk of child being harmed in the school by volunteer or visitor to the school

Risk of harm to child while a child is receiving intimate care

Risk of harm caused by member of school personnel communicating with students in appropriate manner via social media, texting, digital device or other manner

Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school



**CBS Kilkenny 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.

All staff members complete Tusla and PDST e-training 2018.

The school maintains records of all staff training.

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 adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.

The school complies with the agreed disciplinary procedures for teaching staff.

The school has in place a Code of Behaviour for students.

Teaching Staff are bound by the Code of Professional Conduct of The Teaching Council (The Teaching Council, 2016).

The school has in place a policy for visiting speakers.

The school has a Special Educational Needs policy.

The school has in place a policy and clear procedures in respect of school tours and trips.

The school has in place an ICT Acceptable Usage policy.

The school has in place Teaching Staff Induction Policy

The school has in place a policy for One to One Teaching.

The school has in place a policy for Employment of External Staff

The school has in place a policy for Remote Teaching and Learning

The school has in place a policy for Student Teacher Placement

The school has in place a policy for Administration of First Aid

The school has in place a policy for Administration of Medication

The school has in place a policy for Supervision

Mobile phone usage must be in accordance with the Anti-Bullying Policy, Acceptable Usage Policy and Code of Behaviour.

The school implements in full the SPHE / RSE curriculum

The school will implement in full the Wellbeing Programme at Junior Cycle.

TY students involved in "Digital Workshops for the elderly" off school premises undergo Child Safety training.

Enhanced supervision arrangements on new premises.

**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 CBS Kilkenny 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, CBS Kilkenny 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 reviewed by the Board of Management on ..... It shall be reviewed as part of the CBS Kilkenny annual review of its Child Safeguarding Statement.

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Chairperson, Board of Management**

Signed \_\_\_\_\_

Date \_\_\_\_\_

**Principal/Secretary to the Board of Management**