Scoil Naomh Feichin

TERMONFECKIN

The board of management of Scoil Naomh Feichín has taken the following steps in adopting the school's Child Safeguarding and Risk Assessment:

√ Our school has used the templates provided on www.gov.ie/childprotectionschools to develop its Child Safeguarding Statement and Risk Assessment and its student friendly version. These are now displayed in a prominent position near the main entrance of the school.

√ Our school has consulted with school personnel, parents/carers and our children and young people when reviewing our Child Safeguarding Statement and Risk Assessment and its student-friendly version. We have retained a record of these consultations.

√ Our school has informed the patron, school personnel, our parents' association, and our parents/carers that the review has been undertaken using the notification template provided by the department.

√ Our school has published the Child Safeguarding Statement and Risk Assessment and notification of its review on our website and will be made available on request by the school

CSS 1

Child Safeguarding Statement and Risk Assessment

For: **Scoil Naomh Feichín 16208N**
At: Termonfeckin, Co. Louth, A92YN15

This school is a: √ primary D postprimary D special school

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)* and 2025, *Child Protection Procedures for Schools 2025* and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed.* (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment set out in this document.

The board of management has adopted and will implement fully and without modification the department's *Child Protection Procedures for Schools 2025* as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Mags Leonard

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Claire McCluskey

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

Mags Leonard

Relevant Person can be contacted on:

Email: principal@scoilnaomhfeichin.ie Phone: 041-9822589

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management:

Catherine Campbell

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.

√ Develop a practice of openness with parents and encourage parental involvement in the education of their children.

√ Fully respect confidentiality requirements as set out in the *Child Protection Procedures for Schools 2025* in dealing with child protection matters.

√Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed.* (Tusla, 2024), and the *Child Protection Procedures for Schools 2025*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

> **Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service**

~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

> **Procedure for the Safe Recruitment and Selection of School Personnel to Work With Children**

~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.

~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons

➢ Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm

- The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:
- The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.
- The school ensures that members of school personnel have availed of relevant training and completed child protection training.
- The school encourages board of management members to avail of any relevant training and complete child protection training.
- The board of management ensures that records of all staff and board member child protection training are maintained.

> Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla

- All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

> Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons

- There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

> Procedure for Appointing a Relevant Person (In schools this person is the DLP)

- There is a procedure in place for appointing a relevant person.

The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025*, the board of management 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.

Note: The procedures and measures in place outlined above, are not intended as an exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association, the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

Child Safeguarding Risk Assessment

Written Assessment of Risk of Scoil Naomh Feichín

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the *Child Protection Procedures for Schools 2025*, the following is the written Child Safeguarding Statement and Risk Assessment.

In undertaking this Child Safeguarding Statement and 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.

1.List of school activities	**2. Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly after training has been received. Inadequate or training missed by staff.	Child Safeguarding Statement & DES procedures made available to all staff The Child Protection Procedures for Schools 2025 are made available to all school personnel DLP & DDLP attended Oide face to face training in New Procedures 2025/26 All staff attended Oide training in new procedures 2025/26 BOM keeps all records of staff and board training and ensures any training missed will be facilitated.
One to one teaching	Harm by school personnel False accusations	School has policy in place for one to one teaching - See Health & Safety Policy The SET must ensure that both the teacher and pupil remain visible through the glass panel in the room door. If the door does not have a glass panel, the door must remain open for the entire session Work being carried out by the Special Needs Assistants will be carried out on the direction of the class teacher Code of Conduct for teachers (Teaching Council)

1.List of school activities	2. **Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
Care of Children with special needs, including intimate care needs	Harm by school personnel Flight Risk children	see Policy on intimate care Particular vigilance is exercised during transitions, arrival and dismissal times, movement between classrooms and outdoor activities. External doors and gates are monitored and secured in accordance with fire safety requirements and school procedures. Yard supervision arrangements are reviewed to ensure adequate supervision, particularly for identified children. Children who require additional supervision are appropriately supported by assigned staff, including SNA support where applicable.
Toilet areas	Inappropriate behaviour	Clear school rules regarding appropriate behaviour and respect for privacy in toilet areas are communicated to pupils. Staff supervise access to toilet facilities appropriately, while respecting children's dignity and privacy. Younger pupils and children requiring additional support are assisted in accordance with agreed school procedures. Pupils are encouraged to report any inappropriate behaviour, bullying or concerns to a trusted adult. Any inappropriate behaviour, intimidation or safeguarding concerns arising in toilet areas are reported immediately to the Principal and addressed in accordance with relevant school policies and procedures.
Curricular Provision in respect of SPHE, RSE, Stay safe.	Inadequate or Non-teaching of same	School implements SPHE, RSE, Stay Safe in full
Daily arrival and dismissal of pupils	Harm from older pupils, unknown adults on the playground	Staff supervision is provided at designated arrival and dismissal times in accordance with school procedures. Clear procedures are in place for the safe arrival and collection of pupils.

		Parents/guardians are reminded that children must be collected by authorised adults, where applicable. Pupils are instructed not to leave school grounds with anyone other than an authorised person. A clear procedure is in place for pupils who are not collected at the agreed dismissal time, ensuring that they remain supervised until collected by an authorised adult. Visitors and unknown adults are not permitted to access the school building or interact unsupervised with pupils. All visitors are required to report to the school office and sign in, where appropriate. School gates and access points are monitored during arrival and dismissal times.
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	Health and Safety Policy Code of Behaviour Policy (which includes restraint)
Sports Coaches	Harm to pupils	Policy & Procedures in place Garda Vetting procedures in place Teacher always present
Recreation breaks for pupils	Inappropriate behaviour Harm by other students Flight risk	Code of Behaviour Special Provisions for SEN children Bí Cineálta Policy Supervision Policy Staff are allocated designated supervision areas and responsibilities. Staff actively supervise and intervene promptly where inappropriate behaviour, conflict or unsafe play occurs

		Particular attention is given to pupils with identified additional supervision needs, including flight-risk pupils. Clearly defined yard areas and designated supervision zones to ensure all areas are monitored. Adequate staff supervision is provided during all recreation breaks. Clear procedures are in place for reporting and responding to incidents. Supervision arrangements are reviewed regularly to identify and address any potential gaps.
Classroom teaching	Harm by school personnel Harm by other pupils	Classroom rules Code of Behaviour Glass in doors Adequate Supervision
1.List of school activities	**2. Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
Outdoor teaching activities	Harm by school personnel Harm by pupils Stranger on school grounds	Code of Behaviour Bí Cineálta Children under teachers supervision Children remain under the direct supervision of the responsible teacher. Appropriate staff-to-pupil supervision arrangements are maintained. Staff assess the suitability and safety of the outdoor teaching environment in advance. Children are accounted for before leaving and returning to the school building. Particular care is taken where activities take place outside the school grounds.

Public entering car park gate	Harm to pupils	Children can only enter and exit small front gate Visitors are directed to the school office and are not permitted unsupervised access to pupils.
Children doing a task outside classroom	Risk to pupils	Children are permitted to leave the classroom to complete tasks only with the knowledge and permission of the class teacher. Children work in pairs where appropriate. Staff ensure that tasks are age-appropriate and that pupils remain within designated, safe areas. Particular consideration is given to pupils who require additional supervision. The class teacher remains responsible for the supervision and safety of all pupils.
Sporting Activities	Unfamiliar surroundings Harm to pupils Inappropriate behaviour Harm by outside coaches Privacy of children not respected	PE Policy Code of Behaviour Bí Cineálta Policies and procedures in place Proper vetting procedures in place Personnel in charge of school teams do not enter the changing rooms until all children are in their games attire. Personnel will remain outside the dressing room door within easy reach should they be required.

School outings	Harm to pupils Inappropriate behaviour Risk of child being harmed by a member of school personnel, a member of staff another organisation or other person while child participating in out of school activities	School tours and outings are planned and organised in accordance with Department of Education guidance and school procedures. Code of Behaviour Bí Cineálta Supervision and children with SEN
1.List of school activities	**2.Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
School trips involving overnight stay	N/A	N/A
Use of toilet/changing/shower areas in schools	Harm by school personnel Harm by other pupils Inappropriate behaviour	Intimate Care Policy Pupils are made aware of the expected standards of behaviour and respect for others in toilet, changing and shower areas. Access is managed appropriately and pupils are supervised in a manner that safeguards their privacy and dignity. Staff do not enter changing or shower areas unless necessary to address a safety or safeguarding concern. Where staff assistance is required, school safeguarding procedures are followed. Any concerns or incidents are reported and dealt with in accordance with the school's Child Safeguarding and Anti-Bullying procedures.
Provision of residential facilities for boarders	N/A	N/A
Annual Sports Day	Harm by known and unknown personnel Harm by pupils Inappropriate behaviour	Adequate supervision Code of Behaviour Bí Cineálta Vetting procedures for volunteers PE Policy

Fundraising events involving pupils	Harm to pupils due to unknown adults Inappropriate behaviour	Proper supervision by staff/Parents Association Code of Behaviour
Parents collecting children early	Risk to pupils	Checkout system with secretary
Use of off-site facilities for school activities (includes swimming)	Harm to pupils Risk of harm due to possible inadequate supervision of pupils while attending out of school activities	Proper supervision Code of Behaviour, Bí Cineálta Intimate Care Policy *School Tour Policy
1.List of school activities	**2.Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
Emergency situation	Harm to pupils	Critical incident plan
School transport arrangements including use of bus escorts	Harm by pupils Harm by adults	Code of Behaviour Vetting procedures
Care of any vulnerable adult students, including intimate care where needed	N/A	N/A
Transport to matches etc.	Harm/Injury to pupils Inappropriate behaviour	Garda vetting of drivers Transport arrangements are agreed in advance. Adequate supervision is provided by accompanying staff. All transport to matches etc must include an allocated staff member. Pupils are made aware of expected standards of behaviour during journeys. Seat belts must be worn where provided, and pupils must follow the driver's and supervising staff's instructions. Staff ensure that pupils are accounted for when leaving and returning to the vehicle and at the event venue. Any incident or concern is reported in accordance with school procedures.
Administration of Medicine Administration of First Aid	Injury to pupils	Administration of Medicines policy and permissions Life saving medicines stored in separate First Aid cabinet.

		Staff & SNAs only have access Training for staff
Prevention and dealing with bullying amongst pupils	Non teaching of Anti Bullying strategies Non implementation of Anti Bullying Policy	Bí Cineálta Anti Bullying workshops and talks for adults and children (including cyber bullying) School implements SPHE, RSE, Stay Safe in full Staff promotion of anti bullying on an ongoing basis in classrooms and school premises. Promotion of understanding of neurodiversity - LEANs, inclusion and school culture.
1.List of school activities	**2.Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
Use of external personnel to supplement curriculum	Harm to pupils by unknown personnel	Proper procedures and supervision Garda vetting procedures followed
Care of pupils with specific vulnerabilities/ needs such as ● Pupils from ethnic minorities/migrants ● Members of the Traveller community ● Lesbian, gay, bisexual or transgender (LGBT) children ● Pupils perceived to be LGBT ● Pupils of minority religious faiths ● Children in care	Exclusion and Discrimination Bullying Harm by school personnel Harm by pupils	Enrolment Policy Bí Cineálta Code of Behaviour Policy on intimate care School implements SPHE, RSE, Stay Safe in full Right to withdraw or not participate in religious instruction Inclusion promotion schoolwide Nurture Programme

• Children on CPNS		
Recruitment of school personnel including - • Teachers • SNAs • Caretaker/Secretary/Cleaners • Sports coaches • External Tutors/Guest Speakers	Harm not recognised or properly or promptly reported Procedures for appointment not being followed	Child Safeguarding Statement & DES procedures made available to all staff Staff to view Túsla training module & any other online or face to face training offered by Oide Vetting Procedures
1.List of school activities	**2.Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
• Volunteers/Parents -school activities • Visitors/contractors present in school during school hours • Visitors/contractors present during after school activities	Harm to pupils by unknown personnel	• Proper supervision • Vetting procedures
Use of school premises by other organisation during school day	N/A	N/A
Use of Information and Communication Technology by pupils in school	Inappropriate use of the internet and apps Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school Cyber bullying Risk to teachers	Bí Cineálta Code of Behaviour Internet Acceptable Use Policy Firewall disabling access to inappropriate content Mobile phones banned in school Supervision while using devices

Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	Harm by school personnel Fair procedures not being followed	Code of Discipline Supervision Policy Mobile phones banned Parental Complaints Procedure
1.List of school activities	**2.Risks identified against each school activity**	**3.Procedures / Measures in place to mitigate risk**
Student teachers/ TY students undertaking training placement or work experience in school	New adults in the school and harm by same	Proper practices and procedures i.e., class teacher is in attendance at the same time Proper vetting procedures and Indemnity Insurance through colleges Making student aware of Child Safeguarding Statement TY/Work Experience Policy
Use of video/photography/other media to record school events	Harm to pupil/teachers Invasion of privacy Parents videoing children and uploading the same	Internet Acceptable Use Policy Parental permissions for photographs and recordings are obtained through Aladdin and Enrolment Application Reminder at events about not sharing on social media
After school use of school premises by other organisations	Harm to pupils if involved	Copies of all relevant documentation always given, i.e., insurances, vetting etc.
Summer Programme	Harm to pupils	Proper vetting & procedures DLP or DDLP present

		Mobile phones banned Internet Acceptable Use Policy Adequate supervision
After School Clubs	Harm to pupils	Proper vetting and procedures Adequate supervision Teacher and SNA on premises
Management of provision of hot lunches	Harm to pupils	Vetting for Operative Lunches handed to pupils and placed in plastic boxes Provision for allergies
Risk of harm due to children inappropriately accessing/ using computers, social media and other devices in school	Harm to pupils	Mobile phones banned in school Computers/ ipads only used under supervision Social media blocked by school
Care of pupils with special educational needs, including intimate care where needed (including Autism Class)	Harm to pupils	Supervision Policy Intimate Care Policy Inclusion policy to be ratified
Emergency situations	Harm to pupils	Critical Incident Plan in place Fire drill checks termly

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment. In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on ——(most recent review date).

Signed:* Catherine Campbell **Date**: 16.11.26

Chairperson of the board of management

Signed:* Mags Leonard **Date**: 16.11.26

Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on (expected review date).

* Document to be printed and signed with original signatures