

Coláiste Cois Siúire



Child Safeguarding & Risk Assessment

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template

Child Safeguarding Statement

Coláiste Cois Siúire is a primary/special/post-primary school providing primary/post-primary education to pupils from Junior Infants to Sixth Class/First Year to Leaving Certificate Year (delete as appropriate).

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 Management of Coláiste Cois Siúire 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 Mr Conor Power
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ms Linda McCormack
- 4 The Relevant Person is Mr Conor Power
(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 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 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 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. 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 2 September 2024.

This Child Safeguarding Statement was reviewed by the Board of Management on 2 September 2024.

Signed: 

Chairperson of Board of Management

Date: 2 September 2024

Signed: 

Principal/Secretary to the Board of Management

Date: 2 September 2024

Child Safeguarding Risk Assessment

Written Assessment of Risk of Coláiste Cois Siúire

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 Schools (revised 2023)*, the following is the Written Risk Assessment of Coláiste Cois Siúire.

1. List of school activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports 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, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- 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
- 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
- Children on Tusla's Child Protection Notification System (CPNS)
- Children with medical needs
- Recruitment of school personnel including -
 - Teachers/SNAs
 - Caretaker/Secretary/Cleaners
 - Sports coaches
 - External Tutors/Guest Speakers
 - Volunteers/Parents in school activities
 - Visitors/contractors present in school during school hours
 - Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- 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.
- 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 school premises by other organisation during school day
- Breakfast club
- Homework club/evening study

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, swimming lessons
- 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 child
- Risk of harm due to racism
- 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, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils 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*
- The *Child Protection Procedures for Primary and Post Primary Schools (revised 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)
- The school implements in full the Stay Safe Programme
- 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 undertakes anti-racism awareness initiatives
- The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- The school has in place a policy and clear procedures in respect of 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
- The school has a codes of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- 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 an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tablet devices in the school by pupils as per circular 38/2018
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external 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 undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

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 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.

Appendix 1 – Risk Assessment Pertaining to Road Safety and Traffic Management

General

Name of school	Coláiste Cois Siúire
Roll Number	70620C
No. of students	168
No. of classes	First Year to Sixth Year
No. of staff including admin and other staff	25

Your school and road layout



Areas of risk identified on the map:

1. Volume of traffic on the main N24 road
2. Speed of traffic approaching from the East on the N24 road
3. Limited size of the set-down curtilage area
4. Capacity of the school car park
5. Absence of pedestrian crossing outside of the school
6. Recessed position on school – difficult for road users to see school on approach

What is the speed limit outside your school: 50KPH

Would you describe your school location as (please tick one):

- urban rural Residential suburban

Are there any traffic calming measures outside your school, e.g. traffic lights, ramps, double yellow lines, barriers?

- Traffic calming sign indicating speed of vehicle and warning of speed in excess of 50KPH
- Signage to warn road users of school ahead

Are there footpaths and/or cycle lanes at your school?

- Footpaths

If yes, are there any problems with the footpaths/cycle lanes, (i.e., not wide enough, not continuous, surface condition, obstacles)

- No cycle lanes
- No pedestrian crossing to other side of the N24

Give an estimate of the percentage of students who travel to school in the following ways:

Bus	30%	Walk	14%	Electric scooter	0%
Car	65%	Cycle	1%	Other	0%

Is there a large amount of heavy commercial or agricultural vehicle traffic passing your school?

- Yes.

Does your school have cycle/scooter parking? If so, please state where.

- A bicycle rack is situated next to the student entrance, under CCTV.
- E-scooters (and other motorised transport) are not permitted for students on school grounds.

School road safety policies, practices, and education

What road safety policies and practices are actively employed at your school? Please describe:

- Motorised transport including but not limited to cars, motorbikes and e-scooters are not permitted for students on school grounds.
- School buses are provided with defined parking spaces in the school carpark and must be reversed into their spaces before student egression begins at the end of the school day.
- Parent cars are not permitted on school grounds.
- Students are not permitted to leave school grounds during the school day unless being collected by a parent/guardian or their nominee.
- Staff are encouraged to reverse into their parking spaces so that they have a clear view in front of them when departing.

What road safety education initiatives usually take place within your school? Please describe:

- RSA high-vis bibs are offered to any students who walk or cycle to school.

Describe any other activities your school is involved in around travel, e.g., walking, cycling, public transport promotions:

- The school operates a Bus Éireann school transport service. The school communicates regularly with the Bus suppliers operating this service to maximise student safety.

Driver behaviour

Do parents/guardians use the opposite side of the road to the school for parking or drop-off/pick-up?

- Often

If so, are parents/guardians taking children across the road?

- No

Is there a pedestrian crossing near the school?

- No

How often do you witness unsafe parking or drop-off/pick-up practices

- Often

Please describe:

- Parents double park in the school set-down area.
- Parents park on the grass verge to the east of the school set-down area.
- Parents queue on the N24 causing traffic delays.

How often have you witnessed near misses between vehicles or between vehicles and pedestrians/ cyclists near your school?

- Sometimes

If you are aware of any near misses or incidents, please describe them below and if possible, mark the area where it happened on the map above.

How many near misses or incidents are you aware of?

- Two-vehicle collision on the morning of 12/12/2022

Describe one/some below:

- A car stopped east-bound on the N24 attempting to turn into the school set-down area was collided with by a vehicle which came from behind. No injuries recorded.

What are the main problems with driver behaviour? (i.e., speeding, poor/illegal parking, failing to yield to pedestrians on zebra crossing, driving too close to cyclists or pedestrians)

- Speeding by traffic arriving into the village from the east
- Speeding by traffic leaving the village from the west
- Poor parking
- Cars crossing the N24 to travel east-bound

How would you rate the speed of the traffic passing your school during pick-up and drop-off times?

- Unacceptable for the conditions

How frequent are turning movements into and out of your school?

- Often
-

Please describe in your own words any driving behaviours near your school that you feel are unsafe.

- Speeding by traffic arriving into the village from the east
- Speeding by traffic leaving the village from the west
- Poor parking
- Cars crossing the N24 to travel east-bound

Vehicle safety

How often have you noticed vehicle occupants not wearing seat belts or using incorrect child restraints while leaving or entering your school?

- Students using the school transport scheme do not wear seatbelts on the bus

Have you witnessed students exiting the vehicle from the traffic side of the road?

- Rarely

Pedestrians and cyclists

Do some students walk or cycle to school?

- Walk and cycle

Are the pedestrians and cyclists well separated from traffic (i.e., designated walking/cycling lanes) coming into the school grounds / front of school gate / en route to school?

- No cycle lanes
- Footpath is separated from the N24 by a grass verge heading westbound.
- Limited footpath exiting the village eastbound.
- Pedestrians and traffic are not separated in the school carpark and cross over regularly.
- No pedestrian crossing near the school

Is the infrastructure adequate to ensure their safety coming into the school grounds / front of school gate / en route to school? (i.e., footpaths/cycling lanes)

- Pedestrians and traffic are not separated in the school carpark and cross over regularly.

What are the main problems when walking/cycling to school? (i.e., traffic, no footpaths/cycle lanes, no safe crossings etc)

- No cycle lanes
- Limited footpath exiting the village eastbound.
- No pedestrian crossing near the school

Are there any issues with pedestrian or cyclist behaviours?

- Students walking to school cross the N24 at a convenient point, not at the designated pedestrian crossing which is located 300m down the hill to the west of the school.

School site and visibility

From the road is your school clearly visible to passing traffic?

- No, the school has a recessed entrance. The school only becomes clearly visible when a car is directly outside of the school.
- The school sign is on school property and can only be seen when directly outside the school.
- There is no road signage approaching from either direction to alert road users to the school's location.

If No, what is causing the visibility problem?

- Recessed entrance
- Agricultural ditch to the east

Is there an issue with passing traffic interacting with school traffic? If Yes, please explain:

- Local traffic would be aware of the schools presence.
- The vast majority of traffic on the N24 would be non-local road users who would not be aware of the school's presence. Traffic delays at collection times are a daily occurrence.

Is there a school ahead sign on roads adjacent to the school? No

Layout of car parks and bus stops

Where is the parking for parents doing drop-offs?

- The set down area to the front of the school grounds.

Where is the parking for teachers?

- The staff carpark at the front of the school.

Are children arriving into school grounds in moving traffic?

- Yes, students must cross the staff carpark in order to access the student entrance.

Is there sufficient parking available for parents during pick-up and drop-off?

- The number of cars exceeds the amount of space outside the school.

Is there a suitable alternative option for vehicle parking nearby that could be used when the designated parking areas are full (e.g., church, sports club, community centre)?

- Yes

Please describe:

- A set down area 250m to the west between the village National School and Coláiste Cois Siúire.

Is your school served by any public bus routes, e.g. Bus Éireann, Local Link, Dublin Bus, Citylink, City Direct?

- Bus Éireann

Is your school served by any school buses?

- Yes, Bus Éireann school transport scheme.

If Yes, where do buses drop off the children?

- Due to buses being unable to turn outside the school, buses must access the school carpark. Collection and drop-off therefore takes place in the school carpark.

Is there a separate area for buses to park and students to access them safely without encountering other traffic?

- School carpark.

Are there designated spaces for disabled parking?

- No.

Is there a well-organised and safe pick-up and drop-off system for buses, cars and pedestrians?

- Yes in the case of students travelling by bus or students who's parents manage to get a space in the set-down area.
- No for students who cross the N24 to go to their cars

Are students boarding buses at the same time as all other students are leaving your school?

- Yes.

Do buses leave at the same time as other traffic?

- Yes.

Route to school

Are there adequate footpaths linking your school to nearby houses?

- Yes to the west, limited to the east

Are there adequate cycle lanes servicing the school?

- No

Are some areas not serviced by footpaths?

- Yes

Are some areas not serviced by cycle lanes?

- Yes

Are children arriving into school grounds in moving traffic?

- Yes

Please list any troublesome locations on the routes students take to your school:

- Crossing the N24

Bus routes

Are students picked up and dropped off at locations within good visibility of approaching vehicles?

- Always

Is there a system in place to ensure school bus stops along bus routes are safe for students?

- Always

Are there public bus stops?

- No. The nearest public bus stop is 1km to the west.

Are any students who are picked up and dropped off by school buses required to cross the road to reach their homes?

- Often

After the Audit, how would you rate the following:

	Poor	OK	Good
School road safety policies, practices, and education	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Driver behaviour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pedestrians and cyclists	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
School site and visibility	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Layout of car parks and bus stops	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Route to school	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Bus Routes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Footpaths	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Crossing the Road	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Road-User Behaviour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

The finding of this audit carried out on 02/09/2024 have been used by school management to inform the school's Safeguarding Risk Assessment.