

# OUR LADY'S ABBEY



## CHILD SAFEGUARDING STATEMENT

## Child Safeguarding Statement – Our Lady’s Abbey

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Our Lady’s Abbey is a primary school providing primary education to pupils from Junior Infants to Sixth Class.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, 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 Our Lady’s Abbey has agreed the Child Safeguarding Statement 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 Primary and Post Primary Schools 2017 as part of this overall Child Safeguarding Statement

The Designated Liaison Person (DLP) is **Mary Lavin**

The Deputy Designated Liaison Person (Deputy DLP) is **Sandra Egan Ward**

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.

1 The following procedures/measures are in place:

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- 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 DES 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 DES and available on the DES 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; and
  - 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 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, 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

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identified and the school’s procedures for managing those risks is attached as an appendix to these procedures.

- The various procedures referred to in this Statement can be accessed via the school’s website, the DES website or will be made available on request by the school.
- 2 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association 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.
  - 3 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 April 11<sup>th</sup> and will be reviewed annually.

**Signed:** Joan O Sullivan  
**Chairperson of Board of Management**

**Signed:** Mary Lavin  
**Principal**

**Date:** 11/04/18

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### Child Safeguarding Risk Assessment (of any potential harm)

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly Staff not following policies and procedures	Child Safeguarding Statement & DES procedures made available to all staff  DLP& DDLP to attend PDST face to face training All Staff to view Tusla training module & any other online training offered by PDST  BOM advised of relevant training  BOM records all records of staff and board training
One to one teaching	Harm by school personnel Staff not following policies and procedures	School has policy in place for one to one teaching Open doors Table between teacher and pupil Glass in window
Care of children with special needs, including intimate care needs	Harm by school personnel Staff not following policies and procedures	N/A presently Policy on intimate care to be devised
Toilet areas	Inappropriate behaviour Staff not following policies and procedures	Supervision policy and procedures
Curricular Provision in respect of SPHE, RSE, Stay safe.	Non-teaching of same Staff not following policies and procedures	School implements SPHE, RSE, Stay Safe in full
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff Staff not following policies and procedures	Health & Safety Policy Code Of Behaviour
Daily arrival and dismissal of pupils	Harm from other pupils, unknown adults on the playground Traffic in graveyard car park	Arrival and Dismissal Procedures Health & Safety Policy

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List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Recreation breaks for pupils	Injury to pupils/Bullying Harm not recognised or properly or promptly reported Staff not following policies and procedures	Supervision Policy & Procedures in place Health & Safety Policy Code Of Behaviour/Anti-Bullying Policy Health Promoting Schools and Active Schools Initiatives SPHE Curriculum fully implemented
Classroom teaching	Harm to pupils - one to one Bullying Teacher called out of class Injury to pupils – bags, items falling etc. Staff not following policies and procedures	Supervision policies and procedures Health and Safety Policy
Outdoor teaching activities	Injury to Pupil Unknown adults Child missing Staff not following policies and procedures	Supervision Policy & Procedures in place Health & Safety Policy SPHE Curriculum fully implemented
Sporting Activities	Harm to pupils Injury to Pupils	Supervision Policy & Procedures in place Health & Safety Policy Vetting Procedures
Sports Coaches	Harm to pupils	Supervision Policy & Procedures in place Vetting Procedures
Students participating in work experience	Harm by student	Vetting Procedures Work Experience Policy to be devised Child Safeguarding Statement.
Student teachers undertaking training placement in school	Harm by student	Vetting Procedures
Educational Trips/Matches	Injury to Pupil Unknown adults Child missing	Supervision Policy & Procedures in place Health & Safety Policy Vetting Procedures

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<b>List of School Activities</b>	<b>The School has identified the following Risk of Harm</b>	<b>The School has the following Procedures in place to address risk identified in this assessment</b>
Changing for sport activities	Inappropriate Behaviour Bullying Harm to Pupils Staff not following policies and procedures	Supervision Policy & Procedures in place Health & Safety Policy Vetting Procedures
Annual Sports Day	Injury to Pupils	Supervision Policy & Procedures in place Health & Safety Policy
Use of off-site facilities for school activities	Harm/ Injury to Pupils Unknown Adults Child missing	Supervision Policy & Procedures in place Health & Safety Policy SPHE Curriculum fully implemented
Volunteers/Parents	Harm to Pupils	Vetting Procedures Policy for Parents/Volunteers
Administration of First Aid	Injury to Pupils	Staff Training in First Aid Administration of Medication Policy Health and Safety Policy
Administration of Medicine	Injury to Pupils	Epi-Pen Training Staff Training in First Aid Administration of Medication Policy Health and Safety Policy
Prevention and dealing with bullying amongst pupils	Harm to Pupils Staff not following policies and procedures	Supervision Policy & Procedures in place Health & Safety Policy Code Of Behaviour/Anti-Bullying Policy Health Promoting Schools and Active Schools Initiatives SPHE Curriculum fully implemented
Use of external personnel to supplement curriculum	Harm to Pupils	Vetting Procedures Supervision Policy & Procedures in place Health & Safety Policy
Use of external personnel to support sports and extra-curricular activities	Harm to Pupils	Vetting Procedures Supervision Policy & Procedures in place

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List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Use of Information and Communication Technology by pupils in school	Bullying Staff not following policies & procedures	ICT policy/ Acceptable Use Policy Anti-Bullying Policy Code of Behaviour SPHE Curriculum fully implemented
Use of video/photography/other media to record school events	Digital alteration/ Circulating material online by parents and school personnel Staff not following policies and procedures	Acceptable Use Policy September newsletter – reminder of policies and procedures in place in school.
Recruitment of school personnel	Harm to Pupils	Vetting Procedures Child Safeguarding Statement & DES procedures made available to all staff

**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. It will be reviewed as part of the school’s annual review of its Child Safeguarding Statement.



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Signed \_\_\_\_\_Joan O Sullivan\_\_\_\_\_   
Chairperson, Board of Management

Date : 11/04/18

Signed \_\_\_\_\_Mary Lavin\_\_\_\_\_   
Principal/Secretary Board of Management

Date : 11/04/18