

Ranelagh Multi-Denominational School

Child Protection Safeguarding Statement and Risk Assessment (2023)

This policy was adopted by the Board of Management on 8th March 2018.

Review due: September 2024

Child Safeguarding Statement of RMDS

RMDS 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 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 RMDS 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 **Rosemarie Stynes**.
- 3 The Deputy Designated Liaison Person (DDLP) is **Paul Fairbrother**.
- 4 The Relevant Person is **Rosemarie Stynes**.

(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 DE website.
- In relation to the provision of information and, where necessary, instruction and training, to school personnel in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school -
 - Has provided each member of school personnel with a copy of the school's Child Safeguarding Statement
 - Has provided all Extra Curricular providers with a copy of the school's Child Safeguarding Statement
 - Ensures all new school personnel are provided with a copy of the school's Child Safeguarding Statement
 - Encourages school personnel to avail of relevant training
 - Encourages Board of Management members to avail of relevant training
 - The Board of Management maintains records of all school personnel 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.
- 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 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 DES 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 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 8th March 2018.

This Child Safeguarding Statement was reviewed by the Board of Management on 19th September 2023.

Signed: Lorraine Murphy

Lorraine Murphy

Chairperson of RMDS BOM

Date: 19/9/23

Signed: Rosemarie Stynes

Rosemarie Stynes

Principal/Secretary to RMDS BOM

Date: 19/9/23

Written Assessment of Risk of RMDS

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 RMDS.

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 as;

- (a) "assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or
- (b) sexual abuse of the child

Whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise."

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.

List of School Activities	The school has identified the following risks of harm in respect of its activities	The school has the following procedures in place to address the risks of harm identified in this assessment
Daily arrival and dismissal of pupils	Risk of child being harmed while on school grounds	Principal/Deputy Principal 'meet and greet' at gate and parents/carers where possible to accompany pupils to classes. Adequate supervision by members of school personnel.
Break times for pupils on yard	Risk of child being harmed while in the school yard	Access points to the school closed. Adequate supervision by members of school personnel (SNAs and teaching school personnel).
Break times for pupils offsite (Mount	Risk of child being harmed while offsite	Access points offsite closed.

Pleasant/Linear Park)		Adequate supervision by members of school personnel (SNAs and teaching school personnel).
Classroom teaching	Risk of child being harmed in the school by member of school personnel or by another child personnel.	Glass panel/open door in all classrooms. Supervision of pupil interactions by school personnel.
One-to-one teaching	Risk of child being harmed in the school by member of school personnel	Garda vetting of all school personnel.
Outdoor teaching activities	Risk of child being harmed while on the school grounds	Glass panel/open door in all support room doors Garda vetting of all school personnel.
Movement break	Risk of child being harmed while on the school grounds	Access points to the school closed. Adequate supervision by members of school personnel.
Sporting activities	Risk of child being harmed in the school/on the school grounds by member of school personnel or by another child. Risk of harm due to bullying of child	Access points to the school closed. Adequate supervision by members of school personnel. Garda vetting of all school personnel. Supervision of pupil interactions by school personnel.
School tours/outings	Risk of child being harmed by member of school personnel, by another child or by personnel associated with school tour locations	Garda vetting of all school personnel. Supervision of pupil interactions by school personnel. Supervision of pupil activities involving external personnel.
Sports day	Risk of child being harmed by volunteer or visitor	Garda vetting of school personnel Supervision of pupil activities involving external personnel.
School transport arrangements – bus for school tours	Risk of child being harmed by school transport providers	Supervision of pupils by school personnel.
Care of children with S.E.N. incl. intimate care needs	Risk of harm to children with SEN who have particular vulnerabilities	Garda vetting of all school personnel. Implementation of school SEN policy outlining procedures to be followed (2 adults must

	Risk of harm to child while a child is receiving intimate care	always be present re: intimate care needs).
Care of children with intimate care needs	Risk of harm to child while a child is receiving intimate care	Garda vetting of all school personnel. Implementation of school intimate care policy outlining procedures to be followed (2 adults must always be present re: intimate care needs).
Administration of medication	Risk of child being harmed in the school by a member of school personnel	Garda vetting of all school personnel. Implementation of administration of medication policy outlining procedures to be followed.
Administration of First Aid	Risk of child being harmed in the school or on school grounds by a member of school personnel	Garda vetting of all school personnel. Administration of first-aid to take place in open area outside office or in the presence of a second person.
Curricular provision in respect of SPHE – RSE, Stay Safe	Risk of child being harmed in the school by a member of school personnel	Garda vetting of all school personnel. Implementation of SPHE policy outlining age-appropriate curriculum to be followed.
Prevention and dealing with bullying among pupils	Risk of child being harmed in the school by another child	Implementation of Code of Behaviour and Anti-bullying policy. Adequate supervision of students by school personnel. Stay Safe/SPHE programmes fully implemented.
Management of challenging behaviour among pupils	Risk of child being harmed in the school by a member of school personnel or by another child	Implementation of Code of Behaviour policy. Supervision of pupil interactions.
Care of pupils with specific vulnerabilities/needs such as; pupils from ethnic minorities/migrants, member of the Traveller community, LGBT	Risk of child being harmed in the school by a member of school personnel or by another child. Risk of harm due to bullying of child	Garda vetting of all school personnel. Supervision of pupil interactions. Implementation of Anti-bullying policy and

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	associated initiatives such as whole school assemblies. Implementation of Core Curriculum, including human rights initiatives.
Recruitment of school personnel	Risk of child being harmed in the school by a member of school personnel
Participation of pupils in religious ceremonies/religious instruction external to the school	Risk of child being harmed in the school by personnel associated with religious instruction
Use of ICT by pupils in the school	Risk of harm caused by pupil accessing inappropriate material via ICT devices
Online teaching and learning remotely	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
Application of sanctions under the school's Code of Behaviour	Risk of child being harmed in the school by school personnel

		sanctions – All school personnel made aware of the policy
Transition year students participating in work experience in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of students participating in work experience. Member of school personnel always present (i.e. TY student never left alone with child(ren)).
Student teachers undertaking training placement in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of students undertaking training placement. Member of school personnel always present (i.e. student teachers never left alone with child(ren)).
Trainee Special Needs Assistants undertaking placement in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of trainee Special Needs Assistants. Member of school personnel always present (i.e. trainee SNA never left alone with child(ren)).
Use of video/photography/other media to record school events	Risk of child being harmed by member of school personnel and others accessing/circulating inappropriate or potentially inappropriate material via social media, texting, digital device or other manner	School events only to be recorded by members of school personnel/ designated recording personnel. Families reminded not to use media to record school events. <i>If a member of school personnel uses a personal device for such, they must upload onto the school server (only) within a week and delete permanently from personal device.</i>
After school use of premises by School Age Childcare service (pupils being collected at various times)	Risk of child being harmed by member of after-school childcare personnel or by another child	Childcare provided in room with glass panels/open space (hall) or outdoors in open space. RMDS After-School Childcare to confirm in writing to the BOM of RMDS that they have their own Child Protection Policy (Safeguarding Statement and Risk Assessment) in place which is reflective of the

		now fully enacted Children First Act 2015. Adequate supervision by Childcare personnel.
Use of premises by School Age Childcare service for Summer Camp	Risk of child being harmed by member of after-school childcare personnel or by another child	RMDS After-School Childcare to confirm in writing to the BOM of RMDS that they have their own Child Safeguarding Policy (Safeguarding Statement and Risk Assessment) in place which is reflective of the now fully enacted Children First Act 2015. Adequate supervision by Childcare personnel.
After school use of premises for extracurricular activities not run by school personnel – Drama, Irish Dancing etc.	Risk of child being harmed by personnel running extra-curricular activities	Garda vetting of personnel involved. Personnel to confirm in writing to the BOM of RMDS that they will comply with the Child Safeguarding policy of the school. Activities to take place outdoors in open space or in a classroom with glass panels.
Use of off-site facilities for school activities	Risk of child being harmed by others using the facility	Supervision of pupils at all times by members of school personnel
Forest School	Risk of children being harmed offsite	Risk assessment of area completed. Garda vetting of Forest School leader and school personnel. Adequate supervision of children by Forest School leader and school personnel.
Involvement of personnel to supplement the curriculum (<i>regular basis</i>) – e.g. sports coaches	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of external personnel used to supplement the curriculum. Members of school personnel always present for the duration of activity.
Involvement of personnel to supplement the curriculum (<i>one-off visit</i>) – Visiting authors, workshops etc.	Risk of child being harmed in the school by volunteer or visitor to the school	School personnel always present for the duration of the activity to supervise the interactions of such personnel with the pupils.
Visits from external agencies/community		Sign-in book at reception to account for all

members – Tusla (Social worker/EWO), School personnel from Educate Together National office, Visiting Teacher for the Deaf, PDST personnel, DES Inspectorate, Pastoral worker etc.	Risk of child being harmed in the school by volunteer or visitor to the school	visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
Visits from book company representatives, sales representatives etc.	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
Delivery companies, bin collections, contractors and maintenance workers	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
International visitors – DCU partners etc. (<i>one-off visits</i>)	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
HSE vaccinations	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Parents/carers to sign documentation for administration of vaccinations. Vaccinations to take place in room with glass panels and more than one pupil present at a time. There will also be a member of school personnel present.
HSE hearing and vision tests	Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Parents/carers to sign documentation permitting hearing and vision testing of their child. Testing to take place in room with glass panels.
School cleaners (Dundrum Cleaning)	Risk of child being harmed in the school by	School cleaners only work in the school

	volunteer or visitor to the school	outside of school hours (i.e. after 1:10pm in Infant rooms and 2:10pm in Senior rooms)
Parents/family volunteers in the school	Risk of child being harmed in the school by volunteer or visitor to the school	Garda vetting of relevant persons. Such volunteers are accompanied by a member of school personnel <u>when interacting with pupils.</u>
BOM and PA members attending meetings/visiting the school	Risk of child being harmed in the school by volunteer or visitor to the school	BOM and PA meeting held outside school hours when children are not present. When visiting the school during school hours they are accompanied by a member of school personnel.
Prospective parents visiting the school	Risk of child being harmed in the school by volunteer or visitor to the school	When visiting the school during school hours they are accompanied by a member of school personnel.
School concerts (Christmas, Seachtain na Gaeilge, end-of-year etc.)	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by a member of school personnel.
Cake sales (fundraising)	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by a member of school personnel.
Official school photographs	Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by a member of school personnel.

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 was adopted by the Board of Management on 8th March 2018. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed: Lorraine Murphy
Lorraine Murphy

Chairperson of RMDS BOM

Signed: Rosemarie Stynes
Rosemarie Stynes

Principal/Secretary to RMDS BOM

Date: 19/01/13

Checklist for Review of the RMDS Child Safeguarding Statement

The [Child Protection Procedures for Primary and Post-Primary Schools \(revised 2023\)](#) require that the Board of Management must undertake a review of its Child Safeguarding Statement and that the following checklist shall be used for this purpose. **The review must be completed every year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers.** Undertaking an annual review will also ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement every two years.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list of the issues to be considered. Individual Boards of Management shall include other items in the checklist that are of relevance to the school in question.

As part of the overall review process, Boards of Management should also assess relevant school policies, procedures, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015, the Addendum to Children First (2019) and the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*.

	Yes/No
1. Has the Board formally adopted a Child Safeguarding Statement in accordance with the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
2. Is the Board satisfied that the Child Safeguarding Statement is displayed in a prominent place near the main entrance to the school?	Yes
3. As part of the school's Child Safeguarding Statement, has the Board formally adopted, without modification, the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
4. Does the school's Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the Addendum to Children First)	Yes
5. Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	Yes
6. Has the Risk Assessment taken account of the risk of harm relevant to online teaching and learning remotely?	Yes

7. Has the DLP attended available child protection training?	Yes
8. Has the Deputy DLP attended available child protection training?	Yes
9. Have any members of the Board attended child protection training?	Yes
10. Has the school appointed a DLP and a Deputy DLP?	Yes
11. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	Yes
12. Has the Board arrangements in place to communicate the school's Child Safeguarding Statement to new school personnel?	Yes
13. Is the Board satisfied that all school personnel have been made aware of their responsibilities under the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and the Children First Act 2015?	Yes
14. Has the Board received a Principal's Child Protection Oversight Report (CPOR) at each Board meeting held since the last review was undertaken?	Yes
15. Since the Board's last review, did each CPOR contain all of the information required under each of the 4 headings set out in sections 9.5 to 9.8 inclusive of the procedures?	Yes
16. Since the Board's last review, has the Board been provided with and reviewed all records relevant to the CPOR?	Yes
17. Is the Board satisfied that the records provided are anonymised and redacted as necessary to ensure that the identities of children and any other parties, including school personnel, to whom the concern or report relates are not disclosed?	Yes
18. Since the Board's last review, have the minutes of each Board meeting appropriately recorded the records provided to the Board as part of CPOR?	Yes
19. Have the minutes of each Board meeting appropriately recorded the CPOR?	Yes
20. Is the Board satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?	Yes
21. Is the Board satisfied that, since the last review, all appropriate	

actions are being or have been taken in respect of any member of school personnel against whom an allegation of abuse or neglect has been made?*	Yes
22. Where applicable, were unique identifiers used to record child protection matters in the Board minutes?	Yes
23. Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?	Yes
24. Has the Board been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	No
25. In relation to any cases identified at question 20 above, has the Board ensured that any notifications required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> were subsequently issued by the DLP?	Yes
26. Has the Board ensured that the Parents' Association (if any), has been provided with the school's Child Safeguarding Statement?	Yes
27. Has the Board ensured that the patron has been provided with the school's Child Safeguarding Statement?	Yes
28. Has the Board ensured that the school's Child Safeguarding Statement is available to parents on request?	Yes
29. Has the Board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)	Yes
30. Has the Board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school? (applies to post-primary schools)	N/A
31. Has the Board ensured that the SPHE curriculum is implemented in full in the school?	Yes
32. Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *	Yes
33. Is the Board satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons	Yes

appointed to teaching and non-teaching positions?*	
34. Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*	Yes
35. Has the Board considered and addressed any complaints or suggestions for improvements regarding the school's Child Safeguarding Statement?	Yes
36. Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
37. Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	Yes
38. Is the Board satisfied that the ' <i>Child Protection Procedures for Primary and Post Primary Schools Post-Primary Schools (revised 2023)</i> ' are being fully and adequately implemented by the school?	Yes
39. Has the Board identified any aspects of the school's Child Safeguarding Statement and/or its implementation that require further improvement?	No
40. Has the Board put in place an action plan containing appropriate timelines to address those aspects of the school's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement?	N/A
41. Has the Board ensured that any areas for improvement that were identified in any previous review of the school's Child Safeguarding Statement have been adequately addressed?	N/A

Signed Lorraine Murphy Date 19/9/23

Chairperson, Board of Management

Signed Rosmarie Stynes Date 19/09/23
Principal/Secretary to the Board of Management

**Notification regarding the RMDS Board of Management's review of the Child
Safeguarding Statement**

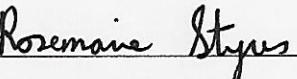
To: Staff, parents, children and members of the wider RMDS school community

The Board of Management of RMDS wishes to inform you that:

- The Board of Management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of 19/09/23 [date].
- This review was conducted in accordance with the "Checklist for Review of the Child Safeguarding Statement" published on the Department's 'website www.education.ie

Signed  Date 19/9/23

Chairperson, RMDS Board of Management

Signed  Date 19/09/23

Principal/Secretary to RMDS Board of Management