

# **Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template**

## **Child Safeguarding Statement**

**Two Mile Borris NS** is a primary school providing primary/post-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 (revised 2023)*, the [Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the board of management of **Two Mile Borris NS** has agreed the Child Safeguarding Statement set out in this document.

- 1 The board of management of **Two Mile Borris NS** has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is **MICHAEL RYAN**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **JACQUELINE DOHERTY**
- 4 The Relevant Person is **MICHAEL RYAN**  
*(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. This person can also be the DLP)*
- 5 The Board of Management of Two Mile Borris NS recognises that child protection and welfare considerations permeate all aspects of school and boarding school life and must be reflected in all of the school's/management authority's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the board of management will adhere to the following principles of best practice in child protection and welfare:

The board of management 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 and care 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 board of management adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, the relevant procedures set out in the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* and to the relevant agreed disciplinary procedures for school/boardings facility staff which are published on the gov.ie.
- In relation to the selection or recruitment of staff and their suitability to work with children, the board of management/management authority 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 gov.ie.
- 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 board of management -
  - Has provided each member of staff with a copy of the school's Safeguarding Statement
  - Ensures all new staff are provided with a copy of the school's 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/boardings facility personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* including, in the case of registered teachers and any boarding facility staff who are mandated persons, those in relation to mandated reporting under the Children First Act 2015.
- There is a procedure in place for maintaining a list of mandated persons. 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 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, gov.ie 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 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.

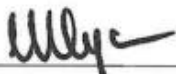
This Child Safeguarding Statement was adopted by the board of management/management authority on 15/12/23 [date].

This Child Safeguarding Statement was reviewed by the board of management/management authority on 15/12/23 [most recent review date].

Signed: 

Chairperson of Board of Management/  
Management Authority

Date: 15/12/2023

Signed: 

Principal/Secretary to the Board of Management/  
Management Authority

Date: 15/12/23

*For information in respect of how the child safeguarding statement was developed or to request a copy of the statement, please contact the relevant person noted at the beginning of this child safeguarding statement*

Phone: **0504 444 66** or email: [office@tmbns.ie](mailto:office@tmbns.ie)

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Two Mile Borris NS

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 PostPrimary Schools (revised 2023)*, the following is the Written Risk Assessment of Two Mile Borris NS

| 1. List of school activities                             | 2. The school has identified the following risk of harm in respect of its activities – | 3. The school has the following procedures in place to address the risks of harm identified in this assessment -   |
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| Training of school personnel in Child Protection matters | Risk of harm not being reported properly and promptly by school personnel              | Child Safeguarding Statement & DES procedures made available to all staff<br><br>DLP& DDLP to attend PDST face to face training All Staff to view Tusla training module & any other online training offered by PDST<br><br>BOM records all records of staff and board training |
| One to one teaching                                      | Risk of child being harmed in the school by a member of school personnel               | School has policy in place for one-to-one teaching (in Special Ed. Policy)<br>Open doors<br>Glass in window  |
| Care of Children including intimate care needs           | Risk of harm to child while receiving intimate care                                    | Health & Safety Policy<br>Intimate Care Needs Policy   |
| Toilet areas   | Risk of child being harmed in the school by a member of school personnel               | Supervision policy<br>Code of Behaviour  |
| Curricular Provision in respect of SPHE, RSE, Stay safe. | Risk of harm to the child due to non-teaching of SPHE, RSE & Stay Safe                 | School implements SPHE, RSE, Stay Safe in full   |
| Daily arrival and dismissal of pupils                    | Risk of harm due to inadequate supervision of children in school                       | Arrival and dismissal supervised by Teachers<br>To be reinforced & children to wait in designated area   |
| Managing of challenging behaviour amongst pupils         | Risk of harm to child or staff member due to inadequate...                             | Individual Behaviour Plans<br>Health & Safety Policy<br>Code Of Behaviour<br>Training for managing challenging behaviour   |
| Sports Coaches   | Risk of child being harmed by a volunteer / visitor                                    | Teachers are always present during lessons delivered   |

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|  | to the school due to inadequate supervision of children in school  | by Sports Coaches<br>Policy & Procedures in place<br>PE Policy<br>Garda Vetting of all coaches           |
| Students participating in work experience                  | Risk of child being harmed by a volunteer or visitor to the school   | Work experience Policy<br>Garda Vetting<br>Teacher remains in classroom<br>Child Safeguarding Statement. |
| Recreation breaks for pupils/Supervision                   | Risk of harm due to inadequate supervision of children in school / inadequate code of behaviour  | Adequate yard supervision<br>Code of Behaviour Separate play areas Permission                            |
| Classroom teaching   | Risk of harm due to bullying of child  | Anti-bullying<br>Code Of Behaviour   |
| Outdoor teaching activities within school environs         | Risk of child being harmed in the school by a member of school personnel   | Anti-bullying Policy / Supervision Policy<br>Adequate supervision  |
| Sporting Activities  | Risk of child being harmed in the school by a member of school personnel   | Avoid One-to-one<br>Adequate Supervision<br>Anti-bullying<br>Policy re Photographs                       |
| After-school Clubs   | Risk of child being harmed or bullied in the school by a member of school personnel  | Garda Vetting<br>Anti-bullying policy  |
| School outings   | Risk of child being harmed or bullied by a member of school personnel/ a member of staff of another organisation                                       | Anti-bullying Policy<br>Code of Behaviour<br>Supervision   |
| Annual Sports Day  | Risk of child being harmed or bullied in the school by a member of school personnel  | Anti-bullying Policy<br>Code of Behaviour<br>Supervision   |
| Fundraising events involving pupils                        | Risk of child being harmed or bullied in the school by a member of school personnel  | Anti-bullying Policy   |
| Use of off-site facilities for school activities           | Risk of child being harmed or bullied in the school by a member of school personnel or by a member of staff of another organisation                    | Anti-bullying Policy<br>Code of Behaviour<br>Supervision   |
| School transport arrangements including use of bus escorts | Risk of child being harmed or bullied by a bus escort inappropriately communicating with pupils/accessing social media, digital device or other manner | Anti-bullying Policy<br>Code of Behaviour<br>Supervision<br>Mobile phone policy (Staff)                  |

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| Management of challenging behaviour amongst pupils   | Risk of child being harmed or bullied in the school by a member of school personnel or by a member of staff of another organisation                          | Anti-bullying Policy<br>Code of Behaviour<br>Supervision   |
| Administration of Medicine   | Risk of harm to child due to inadequate supervision  | Supervision<br>Administration of Medicines Procedure   |
| Administration of First Aid  | Risk of harm to child due to inadequate training of school personnel   | First Aid Policy<br>First Aid Training   |
| Prevention and dealing with bullying amongst pupils  | Risk of harm not being recognised by school personnel, not being reported properly/promptly by school personnel  | Anti-bullying Policy   |
| Use of external personnel to supplement curriculum   | Risk of harm to child in the school by external personnel  | Supervision<br>Garda Vetting   |
| Care of pupils with specific vulnerabilities/ needs such as <ul style="list-style-type: none"> <li>• Pupils from ethnic minorities/migrants</li> <li>• Members of the Traveller community</li> <li>• Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>• Pupils perceived to be LGBT</li> <li>• Pupils of minority religious faiths</li> <li>• Children in care</li> <li>• Children on CPNS/</li> </ul> | Risk of harm to children with SEN who have particular vulnerabilities<br>Risk of harm due to bullying of child<br>Risk of harm due to inadequate supervision | Anti-bullying Policy<br>Supervision Policy<br>Code of Behaviour<br>Bus Escort risk assessment/ Policy in place |

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| Use of school premises by other organisation during school day  | Risk of harm to children by a visitor to the school  | Sign-in book<br>Procedures for visitors<br>Door security   |
| Students participating in work experience in the school   | Risk of child being harmed in the school by a member of personnel  | Students supervised by teacher   |
| Use of Information and Communication Technology by pupils in school   | Risk of child being harmed or bullied in the school by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner | ICT policy<br>Acceptable Use Policy<br>Anti-Bullying Policy<br>Code of Behaviour<br>Internet sites blocked<br>Mobile Phone Policy  |
| Recruitment of school personnel including - <ul style="list-style-type: none"> <li>• Teachers</li> <li>• SNA's</li> <li>• Caretaker/Secretary/Cleaners</li> <li>• Sports coaches</li> <li>• External Tutors/Guest Speakers</li> <li>• Volunteers/Parents in school activities</li> <li>• Visitors/contractors present in school during school hours</li> <li>• Visitors/contractors present during after school activities</li> </ul> | Risk of harm not being reported properly and promptly by school personnel  | Child Safeguarding Statement & DES procedures made available to all staff<br><br>Staff to view Tusla training module & any other online training offered by PDST<br><br>Vetting Procedures<br><br>Policy of Parents / Volunteers<br><br>Policy on Visiting Contractors |
| Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.  | Risk of harm due to bullying of child<br>Risk of harm due to inadequate Code of Behaviour  | Code of Behaviour<br>Anti-Bullying<br>Practice and procedures for 1:1<br>Distance between staff and pupil<br>Open door   |
| Student teachers undertaking training placement in school   | Risk of child being harmed in the school by a member of personnel  | Student supervised by teacher<br>Student made aware of Practice & Procedures file  |

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| Use of video/photography/other media to record school events | Risk of harm to children or staff by school personnel access/circulating inappropriate material via social media, texting, digital device or other manner  | Permission slips from Parents<br>Photograph Consent Forms<br>Mobile Phone Policy  |
| After school use of school premises by other organisations   | Risk of child being harmed in the school by a member of another organisation   | The After School Service has confirmed in writing to the Board of Management that Child Safeguarding procedures are in place.   |
| Online Teaching and Remote Learning                          | 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 | Use of Zoom guidelines issued to all staff<br><br>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 |

**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.