

Child Safeguarding Risk Assessment of Adamstown Castle Educate Together National School (20268H)

In accordance with section 11 of the Children First Act 2015 and with the requirements of section 8.8 of the Child Protection Procedures for Primary and Post-Primary Schools 2017, the following is the Written Risk Assessment of Adamstown Castle Educate Together National School.

List of School Activities (Daily routines)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	Policies
Training of school personnel in Child Protection matters	Harm not being recognised or reported promptly	Child Safeguarding Statement & DES procedures made available to all staff All staff to complete TUSLA training module based on Child Protection.	Child Safeguarding Statement
Daily arrival and dismissal of pupils. Students arrive daily at 8.30 and depart as follows: Junior/ Senior Infants at 1.20 1 st to 6 th class: 2.20	Inadequate or no training of school staff in child safeguarding protocols. School staff not being aware of definition of harm in the context of the 2023 Child Protection Procedures School staff not recognising harm Harm not being reported properly or promptly by school staff Child being harmed by a visiting adult A child being harmed by another child	* <ul style="list-style-type: none"> Child Safeguarding Statement & <i>The Child Protection Procedures for Primary and Post Primary Schools Revised 2023</i> made available to all staff All staff have completed TUSLA training on Child Protection School personnel are required to adhere to <i>The Child Protection Procedures for Primary and Post Primary Schools Revised 2023</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>. Staff are aware of the Anti bullying Policy and to implement protocols therein. (ii) <ul style="list-style-type: none"> The School implements in full the Stay Safe Programme. The School implements in full the SPHE programme. 	Child Safeguarding Statement <i>The Child Protection Procedures for Primary and Post Primary Schools Revised 2023</i> <i>Children First Act 2015.</i>

	<p>Children being left unaccompanied on yard.</p> <p>Risk of abduction Custodial issues at collection time</p> <p>Unsupervised late comers (locked out)</p> <p>Supervision of children sent in early</p>	<p>Supervision of yard and drop off points- Supervision Policy</p> <p>Teachers ensure they recognise adult or check list of adults authorised to pick up children (Infants). The school has a Custody Policy. For children in 4th class and above, it is assumed they have permission to walk home. Parents must inform teachers if they are to be collected daily. Parents who allow children in 3rd class and lower to walk home alone must present a note of permission to the school</p> <p>Children who arrive late for school will be admitted via Gate 2 and proceed to their designated door.</p> <p>Middle management will supervise children sent in early.</p>	<p>Supervision Policy</p> <p>Anti bullying Policy</p> <p>Custody Policy</p>
<p>Recreation/Yard Breaks for pupils: 10.20-10.30 and 12.00-12.20 (Juniors) 12.20-12.40 (Seniors)</p>	<p>Inadequate supervision of open and circulation spaces.</p> <p>Inadequate inspection of yard.</p> <p>A child being bullied on the yard.</p>	<p>The school has a yard and 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.</p> <p>Yard Inspected and school environs inspected at 8.15am. It is the responsibility of the supervising teacher or SNA to check for dangers (e.g. open gate)before/ when children enter the yard.</p> <p>Staff are aware of the Anti bullying Policy and to implement protocols therein.</p>	<p>Supervision Policy</p> <p>Yard policy</p> <p>Health and Safety Policy</p> <p>Anti bullying Procedures for Schools: 2013</p>

	<p>Risk of harm to children using toilets</p> <p>Unauthorised pick up by adults</p>	<p>Children use toilets prior to going on yard. In the event a child needs to use the toilet during yard, they proceed to their class toilets along with another child from yard.</p> <p>School gates will be locked during breaks and visitors must report to reception upon entry to the school yard. They must remain behind the boundary lines and are not authorised on school yard. Adults are not permitted to engage with children on the yard without speaking to the supervising teacher first. A parent or adult is not permitted to remove a child from the yard without first clearing this with the school principal /secretary and the class teacher. These children will need to be signed out. Parents must first notify the secretary that they have arrived at the school gates.</p>	Anti Bullying Policy
Use of toilet/changing/shower areas in school	<p>Harm to children during yard times</p> <p>Harm to child in the event of changing after an accident.</p>	<p>Clearly marked toilet/ disabled toilet and showers are provided within the main school building.</p> <p>Only one child is allowed in the toilet at any time.</p> <p>Two adults will be present if changing is required.</p>	Supervision policy Yard Policy
Classroom teaching as 5 hours and 10 minutes per day is conducted as per agreed maximum class sizes.	<p>A child being bullied/ harmed</p> <p>Risk of disclosure not being recognised by school personnel.</p> <p>Teachers unable to deal with a disclosure during class time.</p>	<p>All staff have completed Tusla Child Protection training.</p> <p>Teachers will ensure there is appropriate supervision of their class in order to handle a disclosure. Teachers may ask other teacher to supervise their class in the event they have to leave the room.</p>	<p>Anti bullying policy</p> <p>Safeguarding Statement</p>
Care of pupils with specific vulnerabilities/ needs:	A child being bullied or harmed because of: Pupils from ethnic minorities/migrants	<p>The school implements in full the Stay Safe Programme</p> <p>The school implements in full the SPHE Programme</p>	Anti bullying Policy

	<p>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</p>	<p>The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post Primary Schools</i></p> <p>Child Safeguarding Statement & <i>The Child Protection Procedures for Primary and Post Primary Schools Revised 2023</i> made available to all staff</p> <p>Application of sanctions under the School's Code of Behaviour:</p>	Code of Behaviour
Risk of harm due to racism	A child being bullied or harm due to racism	<p>The school undertakes anti-racism awareness initiatives</p> <p>The school implements in full the Stay Safe Programme</p> <p>The school implements in full the SPHE Programme</p>	<p>Stay Safe Programme</p> <p>SPHE</p>
One to One Teaching	<p>Harm to pupils</p> <p>Risk of harm not being recognised by teachers</p>	<p>All teachers Garda Vetted</p> <p>Children are taught Stay Safe in SPHE.</p> <p>Procedures in place in one to one teaching policy</p>	<p>One to one teaching policy</p> <p>SPHE policy</p>
One to one counselling takes place with recognised play therapist in agreement with the Board of Management	Risk caused by the use of external staff	<p>All external staff Garda Vetted.</p> <p>Parent/Guardians informed and consent must be given prior to counselling taking place.</p> <p>Procedures in place for one to one teaching/counselling</p>	<p>One to one teaching/counselling policy</p> <p>SPHE policy</p>
Staff relationship difficulties, adult bullying or harassment and grievances	Harm to children a possibility due to difficult staff relations- staff not co operating fully with each other.	<p>The school will create a Dignity at Work Policy with procedures in place for grievances amongst staff.</p> <p>School shall refer to Working Together document.</p>	Dignity at Work Policy Working Together

		Staff refer to Teaching Council Act which reiterates teachers' responsibility to care for children.	Teaching Council Act
School transport	Harm to children during bus escort	There shall be a Garda Vetted escort who travels daily with children during school collections and drop offs.	Vetting Policy Health & Safety Policy
List of School Activities (Outdoor teaching)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	Policies
Outdoor teaching activities takes place from time to time during and after school time.	Inadequate supervision of open and circulation spaces. Child illness Adult illness Motor Accident Risk caused by the use of external staff Unauthorised pick up Risk of exposure to inappropriate language, behaviour and images School gate being left open	The school has a Health and Safety Policy which outlines the procedures in place for illness during outdoor activities. The school has a Supervision Policy. The school has a policy on Visitors to the school. Parents/Guardians are informed when children are leaving the vicinity of the school grounds. Teacher ensures that there is adequate cover on the yard. If a member of staff leaves the yard without notice then they must inform other supervisors and seek additional supervision should it be deemed necessary. All volunteer supervisors are vetted. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.	SPHE- Stay Safe Supervision Policy Health and Safety Policy Visitors Policy
Sporting Activities: takes place during and after school time.	Child illness Adult illness Motor Accident	The school has a policy on school outings which outlines procedures in respect of school outings. The school has a Health and Safety Policy.	School Outings Policy

	<p>Risk of harm in relation to road safety and public transport.</p> <p>Risk of exposure to inappropriate language, behaviour and images</p> <p>Risk associated with external staff</p>	<p>There is a Supervision Policy in place.</p> <p>Policy on Visitors to the School.</p> <p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.</p>	<p>Health and Safety Policy</p> <p>Supervision Policy</p> <p>Visitors Policy</p>
School Outings: Facilitate and promote aspects of the Curriculum	<p>Child illness</p> <p>Adult illness</p> <p>Motor Accident</p> <p>Risk of harm in relation to road safety and public transport.</p> <p>Risk caused by the use of external staff</p>	<p>The school has a policy and procedures in place for school outings.</p> <p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda Vetting.</p> <p>The school has a code of Conduct for all school personnel.</p> <p>The school complies with the agreed disciplinary procedures for teaching staff.</p> <p>The school teaches the full Stay Safe Programme.</p>	<p>School Outings Policy</p> <p>Teaching Council Act</p> <p>School Code of Discipline</p>
School transport arrangements including use of bus escorts for supervision.	<p>A child being harmed by a member of staff/person from another organisation while being on a school trip.</p> <p>Child illness</p> <p>Adult illness</p> <p>Motor Accident</p> <p>Risk of harm in relation to road safety and public transport.</p> <p>Exposure to inappropriate language/behaviour/images.</p>	<p>The school has a Health and Safety Policy with procedures for road safety and accidents.</p> <p>The school has a policy on school outings which outlines procedures in respect of school tours.</p> <p>The school has a policy for visitors to the school.</p> <p>Supervision Policy for open and circulation spaces.</p>	<p>SPHE policy</p> <p>Visitors Policy</p> <p>Supervision Policy</p>
School Parades/Walks	<p>Inadequate supervision of children during parade/walk</p> <p>Risk of exposure to inappropriate language, behaviour or images.</p> <p>Risk of harm in relation to road safety and using public transport</p>	<p>Supervision Policy for open and circulation spaces.</p> <p>Health and Safety Policy- road safety and public transport</p> <p>School Outings Policy.</p> <p>Risk assessment takes place prior to parades</p>	<p>Supervision Policy</p> <p>Health and Safety Policy</p>

List of School Activities (External Personnel)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	Policies
Use of external personnel to supplement curriculum	Harm to pupils	The school has a policy for Visitors to the school. This includes external organisations used to supplement the delivery of the Curriculum. External personnel must be Garda Vetted.	Visitors Policy Circular on Statutory Requirements for Garda Vetting: 2016
Use of external personnel to support sports and other extra curricular activities	A child being harmed by a person from another organisation Risk caused by the use of external staff Inadequate supervision	The school has a policy on Visitors to the school. Teacher will always be present during activities . External personnel must be Garda Vetted	Visitors Policy Supervision Policy Circular on Statutory Requirements for Garda Vetting: 2016
Use of off-site facilities for school activities which promote further learning.	A child being harmed by a member of staff/person from another organisation while being on a school trip. Inadequate supervision of open and circulation spaces. Risk caused by the use of external staff. Risk of harm in relation to road safety and using public transport. Exposure to inappropriate language/behaviour/images.	The school has a Health and Safety Policy- road safety and public transport. The school has a policy and procedures in place in respect of school outings. The school has a policy on Visitors to the school. The school has a Supervision Policy.	School outings policy Supervision Policy Health and Safety Policy Visitors Policy

List of School Activities (First Aid/medicine)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	Policies
Administration of Medicine	Risk of harm not being reported properly and promptly by school personnel. Risk of harm from medicines of First Aid procedures. Communication of information regarding vulnerable students with medical or psychological learning difficulties. Inadequate training for teachers.	The school has a Health and Safety Policy. The school has an Administration of Medicines Policy The school will comply with GDPR guidelines regarding communication of information. Children with Chronic illness issues will be made known to all staff	Administrati on of Medicines Policy Chronic Illness Policy
Administration of First Aid	Risk of harm not being reported properly and promptly by school personnel Risk of harm from medicines or First Aid procedures Communication of information regarding vulnerable students with medical or psychological/learning difficulties	The school has an Administration of Medicines Policy and Chronic Illness Policy	Administrati on of medicines policy Chronic Illness Policy
List of School Activities (Care for children with SEN)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	
Care of children with special educational needs, including intimate care where needed.	Risk of harm not being reported properly and promptly by school personnel. Child with SEN being unable to make a disclosure Harm from one to one teaching	Supervision policy which ensures appropriate supervision of children during assembly, dismissal and breaks in respect of specific areas such as toilets, changing rooms, ect Yard Policy Anti bullying policy SPHE taught in full School Code of Conduct One to one teaching policy Intimate Care Policy	Teaching Council Act Yard Policy Anti Bullying Policy One to one teaching Policy

		The school complies with the agreed disciplinary procedures for teaching staff.	Intimate Care Policy Code of Conduct SNA contract
Care of pupils with specific vulnerabilities/needs: Care of students with specific vulnerabilities/needs such as:- - Students from ethnic minorities/migrants - Members of the Traveller community - Lesbian, gay, bisexual or transgender (LGBT) students - Students perceived to be LGBT - Students of minority religious faiths - Students in care - Students on CPNS Students with SEN Children of LGBT parents Children from a variety of family structures	A child being bullied Risk of harm not being reported properly and promptly by school personnel Communication of information regarding vulnerable students with medical or psychological/learning difficulties. Lack of understanding of various backgrounds among members of staff in recognising and reporting harm Children who are isolated/harmed by school policies	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. The school has a Code of Conduct. The school complies with the agreed disciplinary procedures for teaching staff. Child Safeguarding Statement & DES procedures made available to all staff. Staff are aware of Anti bullying Policy and to implement protocols therein. The school teaches the full SPHE programme. The Schools follows the Ethical Curriculum and teaches children about respect for members of Ethnic minority groups	SPHE programme Code of Conduct SNA Contract Child Safeguarding Policy Ethics Calendar Anti Bullying Policy
List of School Activities (Recruitment/Work Experience)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	

<p>Recruitment of school personnel including: Teachers/SNAs Caretaker/Secretary/Cleaners Sports Coaches External Tuturs/ Guest Speakers Volunteers/Parents in School Visitors/ Contractors present in school during school hours. Visitors/Contractors present during school activities</p>	<p>Inadequate Garda Vetting of all staff</p> <p>A child being harmed by a member of staff from another organisation</p> <p>Risk caused by the use of external staff</p> <p>A child being bullied</p> <p>Risk of staff not having completed Tusla Child Protection training</p>	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.</p> <p>The school has a policy on Visitors to the School. The school complies with the agreed disciplinary procedures for teaching staff.</p> <p>The school ensures all new staff are provided with a copy of the school's Child Safeguarding Statement.</p>	<p>Circular for Statutory Requirements for Garda Vetting</p> <p>Teaching Council Act</p> <p>SNA contract</p> <p>Code of Conduct</p> <p>Child Safeguarding Statement</p>
<p>Student Teachers/ SNA's and students attending other recognised colleges in Ireland undertaking training placement in School</p>	<p>Risk of harm by a member of staff/person from another organisation.</p> <p>Inadequate supervision of Work Experience students</p>	<p>Supervision policy</p> <p>The school has a Work Experience policy. Teachers/ SNA's on work experience are not to left in a one to one situation with pupils The school has a policy on Visitors to the school.</p>	<p>Supervision Policy</p> <p>Work Experience Policy</p> <p>Visitors Policy</p>
<p>Students participating in work experience in the school</p>	<p>Risk of harm by a member of staff/person from another organisation.</p> <p>Inadequate supervision of Work Experience students</p>	<p>Supervision policy</p> <p>The school has a Work Experience policy. Students on work experience are not to be left in a one to one situation with pupils</p>	<p>Supervision Policy</p> <p>Work Experience Policy</p>

Comenius/ Leargas teachers and pupil exchange	Risk of harm by a member of staff/person from another organisation. Inadequate supervision of children	Supervision policy School ensures new teachers are accompanied by school teachers during their visits.	Supervision Policy Visitors Policy
List of School Activities (Use of ICT)	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 the school	A child being cyber bullied Inadequate supervision of children while using ICT Inadequate firewall installed Children exposed to unsuitable images/content Children using phones in school	Application of sanctions under the School's Code of Behaviour: Including confiscation of phones. The school has in place an AUP Policy. The school has a mobile phone policy which needs to be reviewed. The school uses Google Workspace which caters for safe searches and blocks unsuitable content Internet security is taught as part of SPHE.	Acceptable Usage Policy ICT policy Code of Behaviour Mobile phone policy SPHE policy
Use of video/photography/other media to record school events.	Inadequate supervision of other adults taking photographs etc. Adherence to Acceptable Usage Policy	The school has a Health and Safety Policy. The school will follow best practice of the Data Protection Act in relation to taking of photographs. The school has a Photograph Policy.	Health & Safety Policy AUP Code of Behaviour Data Prot. Act
Online remote teaching	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	The school has an Acceptable Use and Distance Learning Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents.	Acceptable Use Policy Distance Learning Policy
List of School Activities (Additional 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	

Homework Club (Not currently taking place)	Children not attending regularly without explanation. Parents assuming children are attending. Children left unsupervised if supervisor otherwise detained. Children not being collected.	Supervision policy. Children will be picked up by parents/guardians at the door. Teacher will phone parents and supervise children if they are not collected.	Supervision Policy
Kids Club (Not currently taking place)	Risk of harm by the use of external persons. Children not being collected.	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting Children will be referred to class teacher in the event of late collection.	Circular for Statutory Requirements for Garda Vetting Supervision Policy
Vaccinations by HSE	Inadequate supervision of HSE personnel Vetting	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. The HSE personnel will not be left one to one with children.	Circular for Statutory Requirements for Garda Vetting Innoculations policy
Bake Sales	Inadequate supervision of open and circulation spaces. Risk caused by the use of external persons. Allergies: classes being split	Chronic illness: teachers informed of chronic illness when classes being split. The school has a Supervision Policy.	Chronic Illness Policy Supervision Policy
Intercultural week	Inadequate supervision of open and circulation spaces. Risk caused by the use of external persons.	The school has a Supervision Policy. The school has a Visitors Policy.	Supervision Policy Visitors Policy

Junior Enterprise by Senior Classes	Risk caused by use of external staff. Risk of exposure to inappropriate language, behaviour and images. Need for everyone to be Garda vetted	The school has a Vetting Policy Children must be supervised adequately. The school follows it's Visitors Policy	Vetting Policy Supervision Policy
Visiting local schools	Inadequate supervision of children while visiting other schools	The school has a Supervision Policy.	Supervision Policy
Assessments	Inadequate supervision of Adult assessors Vetting Risk caused with use of external staff.	The school has a Visitors Policy The school has a Supervision Policy.	Supervision Policy Visitors Policy
List of School Activities (School premises used by other organisations)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment	
Participation by pupils in religious ceremonies/religious instruction external to the school	A child being harmed by a member of staff/ person from another organisation. Risk of harm in relation to road safety and using public transport.	Supervision policy The school has a Visitors Policy Health and Safety Policy	Visitors Policy Supervision Policy
Use of school premises by other organisations during the school day.	Risk of harm by a member of staff/person from another organisation.	The school has a Visitors Policy. Supervision policy Full time person in the office. Control of access to the school through coded door	Visitors Policy Supervision Policy
Use of school premises by other organisations after the school day.	Inadequate supervision by these organisations of open and circulation spaces. Risk of exposure to inappropriate language, images and behaviour	Control of access to the school through coded door. Security alarm used in school. Coded door outside office and filing cabinet locked.	Supervision Policy

	Risk of confidential files being seen		
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Timetable of events for changes as a result of Risk Assessment:

Change:	Task:	Timeframe to be completed:
Dignity at Work Policy	Draft new Policy	December 2024
Mobile Phone Policy	Review Mobile Phone Policy	Ongoing
Health and Safety Policy	Review Health and Safety Policy	Ongoing