



St Christopher's Primary School, Haddington Road, Ballsbridge, Dublin 4

Risk Assessment

September 2019

To be reviewed annually or more frequently as appropriate

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 St Christopher's Primary School.

The school has identified areas of potential risk of harm to pupils in the school environment. The table below lists those potential risks and the procedures and/or policies in place for managing those risks.

	List of School Activities	Risk Level	The school has identified the following Risk of Harm	The school has the following procedures in place to address the risk identified in this assessment.
1.	Training of school personnel in Child Protection Matters	High	Harm not recognised or reported promptly	<p>Child Safeguarding Statement and DES procedures made available to all staff.</p> <p>DLP and DDLP to attend PDST face to face training.</p> <p>All staff to view Tusla training module and any other training offered by the PDST.</p> <p>BOM retains all records of staff and Board training.</p> <p>Visiting staff and part-time teachers to comply with garda vetting and to be familiar with Child Safeguarding Statement.</p>
2.	One to one teaching	High	Harm by school personnel	School has glass panels in doors of all classrooms where one to one teaching takes place.

3.	Care of children with special needs including intimate care needs	High	Harm by school personnel	School has Intimate Care Needs Policy (available on website) Two adults are present for all intimate care needs procedures. This may be SNAs or teachers depending on availability. RSE and SPHE can be differentiated as appropriate
4.	Toilet areas	Low	Inappropriate behaviour	Toilet procedures. Supervision policy
5.	Curricular provision in respect of SPHE, RSE, Stay Safe Programme	Med	Non-teaching of same	School implements SPHE (Social, Personal and Health Education) RSE (Relationships and Sexuality Education), Stay Safe Programmes & Weaving Well-Being Programme and facilitates staff training when available.
6.	Recruitment of new staff including: <ul style="list-style-type: none"> • Teachers • SNAs • Ancillary Staff • Guest speakers • Volunteers/Parents in school activities 	Med	Harm not recognised or properly or promptly reported	Child Safeguarding Statement and DES procedures made available to all staff. Staff to view Tusla training module and any other online training offered by PDST (Professional Development Service for Teachers) or provide certificate to prove training has previously been undertaken. Vetting Procedures Supervision by teachers

7.	Management of challenging behaviour amongst pupils	Low	Injury to pupils and staff	Health and Safety Policy Code of Behaviour SEN policy Golden Rules
8.	External Sports Coaches – including extra-curricular activities coaches/teachers	Med	Harm to pupils	Garda vetting procedures in place. Supervision by teachers
9.	Cycle safety training	Low	Harm to pupils	Garda vetting procedures in place. Supervision by teachers
10	Students participating in work experience	Low	Harm to pupils	Work Experience Policy in place (available on our website). All students over 16 years of age Garda vetted. School has signed agreement to accept St Conleth's College as a vetting partner. Child Safeguarding Statement. Supervision by teachers
11.	3 rd Level students participating in School Placement	Med	Harm to pupils	Letter of agreement completed with 3 rd Level College. Child Safeguarding Statement distributed to students
12.	Volunteers / Parent Helpers	Low	Harm to pupils	Supervised by staff in open areas Garda vetting procedures in place

13.	International Interns (incl.Eramus+)	Med	Harm to pupils Harm not properly reported	Vetting procedures from home country. Selected by college; reference supplied by college. Statutory Declaration and Form of Undertaking provided. Irish Garda Vetting also completed. Supervision by teachers Child Safeguarding Statement distributed on arrival
14.	Swimming lessons	Med	Harm to pupils by swimming coaches	Coaches have completed Garda vetting. Teachers enter changing rooms to supervise only as necessary. Staff do not assist with drying/dressing with the exception of children with special needs who are assisted by an SNA, in view of the accompanying teacher. No child to be alone with a staff member or coach at anytime.
15.	Sports Day in Herbert Park	High	Harm to pupils by outsiders	Supervision by parents and teachers; unaccompanied children supervised by staff. Detailed information letter to parents outlining roles, responsibilities, safety areas etc. Event Management Company safety procedures and First Aid responsible.
16.	Piano lessons after school	Low	Harm to enrolled children	Piano teacher is Garda Vetted and has a copy of Child Safe Guarding Statement and Risk Assessment.

	Ballet lessons after school			Glass panels in door of teaching room. Ballet teacher is Garda Vetted.
17.	Homework Clubs One-to-one tuition after school	Med	Harm to pupils	Supervised by St Christopher's teachers. Children are brought to the front door for collection. Doors of rooms remain open or glass panels in doors.
18.	Supervision of children at playtime	High	Injury to pupils Bullying Harm not recognised or properly or prompted reported	Supervision policy and procedures in place. Code of Behaviour Health & Safety Statement Rota maintained by Dep Principal.
19.	After-School activities Seasonal Art Camps/Summer Camps	Med	Harm to participants	Activities organised by St Christopher's teachers. External personnel also Garda Vetted.
20.	Use of church, parish centre and community room	Med	Harm by outsiders	Children are always supervised by teachers when using the church, parish centre or community room. Children are supervised when using toilets in these locations.
21.	Visiting speakers	Low	Harm to pupils	Teachers remain in class with visiting speakers.
22.	Time to Read Programme Volunteers	Med	Harm to pupils	Garda Vetted through Business in the Community; school has a signed agreement to accept BITC as a vetting partner.

				All participants work in the same room.
23.	Use of ICT by pupils or staff	High	Bullying Staff not following policies and procedures Access to inappropriate material	ICT and Acceptable Use policies in place. Internet Content Filtering Level 4 is provided by the Schools' Broadband Service. Internet Safety lessons taught to pupils from 4 th -6 th classes. Code of Behaviour Anti-Bullying Policy
24.	Use of mobile phones by pupils	Low	Inappropriate use	Mobile phone policy; not permitted to be used without authorisation.
25.	Prevention and dealing with bullying amongst pupils	Med	Harm to pupils	Anti-bullying Policy and Procedures in place. Code of Behaviour Weaving Well-Being programmes taught in all classes (linked to SPHE).
26.	School Access	Med	Harm to pupils	All entrance door access by bell & security camera. Access during school day through front door only. Visitors must sign in at office. Access to classrooms during the school day is restricted and monitored. CCTV cameras in place to monitor access. Deliveries during school hours supervised by ancillary staff.

27.	LGBT pupils, trans-pupils, ethnic minorities etc.	Low	Bullying of pupils	Code of Behaviour Anti-Bullying Policy SPHE programmes
28.	Administration of First Aid/Medicine	Low	Harm to pupils	Administration of Medicine policy. Training provided on specific conditions as necessary. Trained First Aiders on staff (3). First Aid kits available. Defibrillator available outside GP Hall
29	School trips	Med	Harm to pupils from non-staff members, other pupils or members of the public	Bus Safety Policy Fully supervised by teachers. Venues chosen after careful consideration of safety and educational value.

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 BOM 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 BOM on September 2019 and will be revised on as necessary. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed: _____
Chairperson, BOM

Signed:
Principal/Secretary to the BOM

Acronyms explained:

1. DES: Department of Education and Skills
2. BOM: Board of Management
3. DCYA: Department of Children and Youth Affairs
4. Tusla: Child and Family Agency
5. PDST: Professional Development Service for Teachers
6. DLP: Designated Liaison Person
7. DDLP: Deputy Designated Liaison Person
8. SPHE: Social, Personal and Health Education
9. RSE: Relationships and Sexuality Education
10. ICT: Information and communications technology
11. AUP: Acceptable Use policy
12. BITC: Business in the Community