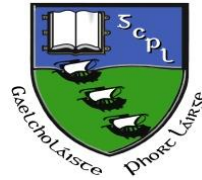


The Child Safeguarding Statement and Risk Assessment of Gaelcholáiste Phort Láirge



Child Safeguarding Statement

Gaelcholáiste Phort Láirge is a post-primary school providing post-primary education to pupils from First Year to Leaving Certificate Year.

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 Gaelcholáiste Phort Láirge 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: **Cáit Ní Shé** (Principal)
- The Deputy Designated Liaison Person (DDL) is: **Conchúr Ó hÓgáin** (Deputy Principal)
- 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.

- 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 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
 - 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 abovenamed DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the s 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.

- 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.
- 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 11 March 2018

The latest review occurred on: 27 March 2023.

Signed: *M.P. Ó Madagáin*

Frank Ó Madagáin

Chairperson of Board of Management

Date: 27-03-2023

Signed: *Cáit Ní Shé*

Cáit Ní Shé

Principal/Secretary Board of Management

Date: 27-03-2023

Child Protection Risk Assessment of Hazards for Students in GCPL

- *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 Gaelcholáiste Phort Láirge.*
- *The school has an Anti-Bullying Policy that fully adheres to the of Anti-Bullying Procedures for the Primary and Post-Primary Schools of the Department of Education and Skills.*
- *The school has a Code of Behaviour firmly in place which is regularly reviewed to ensure its effectiveness in ensuring a safe and secure environment and atmosphere for all students.*

List of School events/activities that students partake in	The school has identified the following risk of harm in respect of its events/ activities	The school has the following procedures & policies in place to address the risks of harm identified in this assessment
Normal Daily Routine of Students		
1. Coming to and going from school morning and evening	<ul style="list-style-type: none"> • The general public able to access the students – a risk of harm to a student 	<ul style="list-style-type: none"> • Yard supervision each morning from 8.15 and afternoon from 3.20 to 3.35 • Attendance & Punctuality Policy • Code of Behaviour • Health & Safety Policy – students are not allowed to remain on the school grounds unsupervised by an adult staff member after school hours • Board of Management have discussed placing a barrier at main school gate entrance. • Students are not permitted to leave the school during the school day without a parent/guardian signing them out at the office.
2. Moving from room to room between classes especially to the Gate Room	<ul style="list-style-type: none"> • Harm to a student from another student • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Code of Behaviour Anti-Bullying Policies • The students move quickly, stay at the room door in a line until the teacher lets them in, the teacher stands at the door of the room looking out • Guidelines set out by GCPL - <i>Normal Teacher Classroom/ Supervision Practices in GCPL</i>
3. Gate Room	<ul style="list-style-type: none"> • Harm to a student from another student or risk of bullying behaviour amongst students • Harm from a member of the public 	<ul style="list-style-type: none"> • Gate Room always kept locked when a teacher is not there. • Students are not left unsupervised by an adult/ staff member

4. Toilet Areas	<ul style="list-style-type: none"> • Harm to a student from another student • Risk of bullying behaviour amongst students • Inappropriate behaviour occurring between students • A member of staff or public harming a student 	<ul style="list-style-type: none"> • Code of Behaviour Anti-Bullying Policies • Separate toilets for the different year groups - Yrs.5/6 together, Yrs. 1/2 together, Yrs. 3/4 together • Teacher supervision lunch and break times • Separate staff/guest speaker/ visitor toilets – student toilets never used by them
5. Use of base classes break and lunch times	<ul style="list-style-type: none"> • Harm to a student from another student • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Code of Behaviour Anti-Bullying Policies <ul style="list-style-type: none"> • Classrooms remain locked until 8.15 a.m. • Separate classrooms for the various classes. • Teachers’ supervision • The Junior Cycle base classes are located in the central yard area • Teacher supervision
6. Use of Technology <ul style="list-style-type: none"> • Personal laptop use in school and at home • Students personal use of school Office 365 account 	<ul style="list-style-type: none"> • Harm to a student from another student • Harm to a student accessing inappropriate information on the internet or a danger of making contact with someone, young or adult, on the internet • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Laptop Acceptable Use Policy including School Policy Regarding the Remote School Based Use of Technology at Home; policy signed by students entering GCPL and their parents. • Internet Acceptable Use Policy • All students using same type of laptop from one school-selected company • Teachers regularly checking students’ activity on their school’s Office 365 account • Teachers’ supervision applied when trolley being moved to and from class rooms
7. Use of specialist rooms e.g., Home Economics Room, Science lab etc.	<ul style="list-style-type: none"> • Harm to a student from another student • Harm to a student accessing inappropriate information on the internet or a danger of making contact with someone, young or adult, on the internet • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Code of Behaviour Anti-Bullying Policies • Rooms locked except with teacher present •
8. Students arriving early to school in the morning	<ul style="list-style-type: none"> • Harm to a student from a member of the public before 8.00 a.m. • Harm to a student from another student • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Parents and students aware of the Health & Safety Policy • School gates open at 8.00 a.m. • Students wait in the central yard from 8.00 • Classrooms remain closed until 8.15 a.m. then supervision effective
9. Afterschool supervised study	<ul style="list-style-type: none"> • Harm to a student from another student • Harm to a student from an adult 	<ul style="list-style-type: none"> • After- School Study Policy, Code of Behaviour & Anti-Bullying Policy • Garda Vetting of Supervisor

	<ul style="list-style-type: none"> • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Toilets & locker areas & unused classrooms locked • Toilets & locker areas opened during break & to sort books at end of study time
10. Homework Club	<ul style="list-style-type: none"> • Harm to a student from another student • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Classroom next to the supervised study • 4th Year mentors trained
11. Break/ Lunch times	<ul style="list-style-type: none"> • Leaving the school premises that could place the student in danger from a member of the public • Harm to a student from another student • Risk of bullying behaviour amongst students 	<ul style="list-style-type: none"> • Code of Behaviour – students not allowed to leave the school without parent/guardian signing them out at the office. • Teacher Supervision of yard, astroturf & base classrooms • Separate toilets for the different class groups • Students forbidden in certain areas of the school premises e.g. behind the school, rough area in front of car park, the car park (except to retrieve a ball).
<p style="text-align: center;">Recruitment of Staff Members</p> <p>The school complies with the legislative requirements of Garda vetting and relevant DES circulars in relation to Garda recruitment and vetting.</p>		
12. Teachers SNAs Secretary Longterm Caretakers/ Cleaners	<ul style="list-style-type: none"> • A staff member harming a student • Harm not being identified by a staff member • Harm not being reported correctly and promptly by a staff member • A staff member accessing or spreading inappropriate material via social media, texting, Facebook or any other medium of social media 	<ul style="list-style-type: none"> • Interview • Checking references and certificates • Garda Vetting completed • Information provided - Awareness and training necessary requirements with use of: <ul style="list-style-type: none"> - Droichead induction process - Induction & School Information Booklet - School policies to be read with special emphasis on: <ul style="list-style-type: none"> • The Teacher Council Code of Professional Behaviour • School Code of Behaviour & Anti-Bullying Policy • Child Protection training for all staff • Internet Acceptable Use Policy & Laptop Acceptable Use Policy • Health & Safety Policy • First Aid Policy
13. Trainee teachers External assistants covering any part of the curriculum for a period more than a term	<ul style="list-style-type: none"> • Harm to a student 	<ul style="list-style-type: none"> • Garda Vetting completed • Interview • Check on references and certificates • Policy & procedure in place by the school regarding work arrangements • Induction training

Teaching & Learning Activities - Teaching Practices

Student disciplinary procedures have been agreed by teaching staff and all staff comply with these procedures in order to foster a safe atmosphere and environment for all students in the school. These procedures are reviewed annually.

Staff are encouraged to avail of appropriate training

<p>14.</p> <p>Teaching & Learning: -</p> <ul style="list-style-type: none"> • Classroom teaching • Use of information and communication technology in the classroom and doing homework • Online teaching and learning remotely • Curriculum provision regarding SPHE, RSE for all students and Wellbeing for Junior Cycle 	<ul style="list-style-type: none"> • Harm to a student from another student resulting from a lack of supervision of laptop use in the classroom • Harm to a student from another resulting from a lack of guidelines /supervision of laptop and social media use while studying remotely at home • Danger of bullying to a student resulting from a lack of teacher supervision or awareness • The improper use of technology by a student in class • A staff member inappropriately communicating with a student via social media, texting, Facebook or other • A staff member accessing or sharing inappropriate materials on social media, texting, Facebook or other • Inappropriate classroom content that could be damaging emotionally, morally, intellectually or psychologically 	<p>Information, awareness & implementation by all staff on:</p> <ul style="list-style-type: none"> • General Teacher Practice in Class /Supervision in GCPL, in accordance with guidelines laid down for teachers • DES Child Protection Policy & Child Protection Procedures 2017 • Code of Professional Conduct of the Teaching Council • Teams sites shared by teachers with students include more than one student member. • Parents' advance permission sought for one-to-one teaching/counselling etc. • Comply & follow the DES subject content curriculum • CPD teacher training on SPHE / RSE <p>First Aid Policy</p> <p>Teacher awareness & implementation of and Student, Parent awareness of:</p> <ul style="list-style-type: none"> • Anti-Bullying Policy & School's Code of Behaviour • Mobile Phone Policy • Laptop Acceptable Use Policy • Acceptable Internet Use Policy • School Policy Regarding Remote School Based Technology Use at Home • Health & Safety Policy • SPHE & Sexuality & Relationships Policy • Wellbeing program in place in the school • The school's Home School Communication Policy
---	--	--

Learning Support / Counselling

<p>15.</p> <ul style="list-style-type: none"> • One-to-one teaching eg. • Resource teaching • Counselling • Care of students with special needs / specific difficulties 	<ul style="list-style-type: none"> • Harm to a student during instruction/ counselling on a one-to-one basis 	<ul style="list-style-type: none"> • The school has clear procedures in place for one-to-one activities • Learning Support Policy • SPHE policy • Counselling Policy
---	---	--

External assistants in the school (short term – without Garda vetting)

16. •Parents •Sport instructors •External teachers •Guest speakers •Students/teachers visiting from other school	<ul style="list-style-type: none"> • Harm done to a student in school • Accessing student personal information 	<ul style="list-style-type: none"> • The school has procedures in place for the use of external persons • Always accompanied and in the presence of a teacher /staff member of GCPL • Access not permitted to folders / files / personal materials stored on computer etc.
---	--	---

Workers/Contractors/ Other Service Personnel in the school

17. •Cleaners - short-term •Repairers - plumbers/carpenters etc. •Contractors on the school site during the day	<ul style="list-style-type: none"> • Harm to a student in school • Access to students' personal information 	<ul style="list-style-type: none"> • Toilet out of order signage - closed for cleaning /repair • Signing in and out at the office • No access to folders / files / personal materials stored on computer etc. • Work after school hours where possible
18. •Technology Providers & other Service Providers		<ul style="list-style-type: none"> • A signed contract given to the School from Providers regarding confidentiality & GDPR

Visitors in the school

19. Visitors / Parents on the school site during the day Personnel delivering/ collecting goods	<ul style="list-style-type: none"> • Harm to a student in school • Access to students' personal information 	<ul style="list-style-type: none"> • First contact with the office to clarify the reason for visit • Sign in / out • Remain at the office unless accompanied elsewhere by staff member • Delivery / collection of goods in company of staff member
20. Visitors/school users after school hours	<ul style="list-style-type: none"> • Access to students' personal information 	<ul style="list-style-type: none"> • Offices & personal data of students locked • Log out done on computers and password on each one • No access to folders / files / personal materials etc. - locked files / booklets in presses

Sporting Activities

21. Sport & school games	<ul style="list-style-type: none"> • Bullying amongst students • Inappropriate behaviour or harm to a student whilst changing • Teacher using toilet • Teacher administering First Aid to a student 	<ul style="list-style-type: none"> • Code of Behaviour GCPL • Anti- Bullying Policy • Sports rules and procedures clarified by the sports teacher for pupils at the beginning of the year • Health & Safety Policy - Sport • Administration of Medicines & First Aid Policy • Appropriate supervision and good practice applied by sports teachers • Teachers knowledgeable of Child Protection Procedures and • Teachers knowledgeable of Teaching Council Code of Professional Behaviour
22. Sport with external short term trainer	<ul style="list-style-type: none"> • Harm to a student 	<ul style="list-style-type: none"> • A staff member accompanying the trainer • Certificates/ qualifications confirmed by the school
23. Sport with external long term trainer – (a full school term)	<ul style="list-style-type: none"> • Harm to a student(s) 	<ul style="list-style-type: none"> • Trainer Garda vetted • Certificates/ qualifications confirmed by the school
24. Walks/ races outside school premises	<ul style="list-style-type: none"> • Harm to a student from member of public • Student getting lost/ going missing 	<ul style="list-style-type: none"> • Sufficient teacher/supervisor supervision • Prior clarification of the route to students • Rules laid down and clarified • Parents aware of the event
25. Use of sporting facilities outside the school premises Use of toilets/ changing rooms / showers in other schools	<ul style="list-style-type: none"> • Harm to a student from a young person or adult through the sharing of changing rooms/ showers/ toilets • Boys and girls together in changing rooms/ shower areas 	<ul style="list-style-type: none"> • Responsibility of the staff member in charge of the students to arrange a rota with the other school so that students are not in these areas at the same time and to ensure that boys and girls are in different rooms.
26. Use of Ballygunner GAA	<ul style="list-style-type: none"> • Harm to a student from a young person or adult walking to or from the pitches or at the grounds 	<ul style="list-style-type: none"> • The students stay with, leave and return as a group with the teacher. If a student needs to return to school the teacher's permission is required and another student always accompanies them
27. Swimming in competitions	<ul style="list-style-type: none"> • Harm to a student from a young person or adult 	<ul style="list-style-type: none"> • Accompanied by parent/ parent's appointed representative

Activities outside School

<p>28.</p> <ul style="list-style-type: none"> • Instruction outside the school premises/ fieldwork: • Day trips • Trips to waterford city • Ice skating at Christmas time • Visiting another school • Young Scientist Dublin • Overnight trips • Gaeltacht trips • Inter-school competitions • School tours in Ireland • School tours abroad • Exchange programmes with other schools 	<ul style="list-style-type: none"> • Harm to a student from a young person or adult • Inappropriate contact between a student and a young person or adult • A student going missing • A student getting lost • A student harming himself • Harm to a student from host family 	<ul style="list-style-type: none"> • School Tour Policy • Code of Behaviour Policy • Anti-Bullying Policy • Mobile Phone Policy • Substance Use Policy • Administration of Medicines Policy & First Aid Policy • Training for School staff/ supervisors on Child Protection • Adequate supervision • Clear instructions for students • Secure rules in place • School Tour Policy and contract signed by students and parents • Irish families Garda vetted • Families abroad checked out by school and parents made aware that Garda vetting isn't done
<p>29.</p> <p>Bus drivers/ supervisors etc.</p>	<ul style="list-style-type: none"> • Harm to a student 	<ul style="list-style-type: none"> • Sufficient supervision by school's teacher(s)/ supervisor (s)

Other Activities arranged by the school

<p>30.</p> <ul style="list-style-type: none"> • Administering First aid to a student • Administering medicine to a student 	<ul style="list-style-type: none"> • Harm to a student 	<ul style="list-style-type: none"> • First Aid Policy & Administration of Medicine Policy • Child Protection Policy • Code of Professional Conduct of the Teaching Council
<p>31.</p> <p>Use of video / photography / other media to record school events</p>	<ul style="list-style-type: none"> • Abuse of a pupil's image by a member of staff or someone else, young or adult 	<ul style="list-style-type: none"> • Data Protection Policy • Parental permission & the image / video purpose clarified • Only school camera / devices in use • Professional photographer Data Protection Policy certified
<p>32.</p> <p>Fund-raising events where students are involved</p>	<ul style="list-style-type: none"> • Harm to a student by a member of the public while out in the community 	<ul style="list-style-type: none"> • Only students over the age of 15 are permitted involvement • Collection held in a busy place with many people around • Fundraising in groups of three & students in possession of phone • Staff member / supervising adult Garda vetted by GCPL; in the immediate environment with students access to them by phone • Students no longer than 2 hours on duty • Students wearing Identification / license badges

		<ul style="list-style-type: none"> • Parents informed in advance and permission granted
33. Student participation in courses / training / events outside the school	<ul style="list-style-type: none"> • Harm to a student from a young person or adult 	<ul style="list-style-type: none"> • Prior confirmation & approval by the school of the type of event • Parents informed in advance and permission granted • Advance check made by a staff member in advance regarding arrangements / activities planned
34. Students on work experience / voluntary work	<ul style="list-style-type: none"> • Harm to a student from a young person or adult • Exploitation of a student in the work- place 	<ul style="list-style-type: none"> • The school has policy and procedures in place • Parents required to check out the work place in advance • Placement arrangements pre-planned • Parents & school have contact number for a specific adult in the workplace • School insurance cover for regular work practice • Guidelines set by the school regarding the amount of time & type of work to be undertaken by the student • The school checks the student during the working period
35. A critical incident occurring in the school	<ul style="list-style-type: none"> • Emotional harm to a student 	<ul style="list-style-type: none"> • Critical Incident Management Policy
Management of Behaviour - Implementation of sanctions as part of the Code of Behaviour		
36. Detention	<ul style="list-style-type: none"> • Harm to a student from another student or individual or from member of staff 	<ul style="list-style-type: none"> • Parents given 4 days advance notification • Student not allowed outside school grounds • Student supervised by teacher • Single student in detention - one-to-one supervision – 2 or more staff members in school, detention in public area eg. office or in courtyard.
37. Confiscation of student's mobile phone	<ul style="list-style-type: none"> • Harm to a student in absence of phone outside the school 	<ul style="list-style-type: none"> • Mobile Phone Policy • Parents informed before school day ends
38. Bullying behaviour & other mis-behaviour	<ul style="list-style-type: none"> • Harm to a student from another student • Harm to a student from oneself 	<ul style="list-style-type: none"> • Anti- Bullying Policy & Code of Behaviour Policy • Substance Use Policy
39. Managing challenging behavior and the use of restrictive force if needed	<ul style="list-style-type: none"> • Harm to a student from another student • Harm to a student from an adult 	<ul style="list-style-type: none"> • School's Code of Behaviour • Health & Safety Policy • Staff instructed on use of restrictive force
40. A Code of Behaviour that is inadequate	<ul style="list-style-type: none"> • Harm to a student from another student 	<ul style="list-style-type: none"> • Review of the Code of Behavior & Anti-Bullying Policy every 3 years or sooner if required • All staff are aware of school policies and operate in accordance with those policies.

Groups/ Students with Particular Needs

41. •Ethnic minority / migrant pupils •Travelers •Pupils from Minority Beliefs •Pupils in State care •LGBT pupils or pupils perceived to be LGBT (lesbian, gay, bisexual or transgender) •Pupils on the Child Protection Notification System	• Danger of being bullied by a student or any other person • Danger of vulnerability	• School Code of Behaviour • Suspension & Expulsion Policy • School's Defining Character & Ethos • SPHE & RSE Policy • Awareness Week during school year • Wellbeing programme
--	---	---

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 shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.