

Thomond Primary School	List of School Activities	The School has identified the following Risks of Harm	The school has the following procedures in place to address risks identified in this assessment
Board of Management	❖ Familiarisation and Training of all BOM members in updated Child Protection Procedures	<i>Harm not being recognised or reported in accordance with procedures</i>	<ul style="list-style-type: none"> • Copy of DES 'Child Protection Procedures for Primary & Post Primary Schools 2017' a hard copy & copy by email for each BOM Member (March 2020) • Copy of C.81/2017 by email to all BOM members (2nd March 2020) • Chairperson, Principal & Teacher Nominee attended CPSMA training – 2018. All BoM members will complete the newest Child Protection webinar for members of the BoM once available from CPSMA (expected in 2020) • All BOM Members advised to undertake TUSLA online training module and certification (email 2nd March 2020) • Child Safeguarding Statement and Child Safeguarding Risk Audit & Assessment to be undertaken and ratified by BOM by end March 2021 • CPOR to be provided at each BOM meeting
School Staff	❖ Familiarisation and training of all school staff in updated 2017 Child Protection Procedures <i>Teachers, SNAs, Ancillary Staff</i>	<i>Harm not recognised or reported in accordance with as procedures</i>	<ul style="list-style-type: none"> • ISM Meeting (January 2018) to become familiar with C. 81/2017 • ISM Meeting (12/2/2018 & 28/02/2018) to conduct a draft risk assessment • Staff consultation and ISM Consultation in March 2020 to review risk assessment. • School Staff made aware of their obligations under Children First 2015 and revised procedures and responsibilities annually (September 2019) • DES 'Child Protection Procedures for Primary & Post Primary Schools 2017' all staff encouraged to familiarise themselves with this publication. (February 2018) & this has been uploaded to school Aladdin. • Staff undertook Túsula online training and receive certification (05/02/18)

			<ul style="list-style-type: none"> • Staff participated in PDST online training and be familiar with Child Safeguarding Statement and School Safeguarding Risk Audit and procedures (21/03/18) • DLP & DDLP participated in PDST online training for Safeguarding Statement and Risk Assessment (26/02/ 2018) • DLP & DDLP attended IPPN CPD (26/02/2018) • DLP& DDLP to attended PDST face to face training (12/03/2018) • DLP attended CPD with DES inspectorate on Child Protection requirements and inspections in January 2019. • Record of staff training and certification to be retained for BOM
Recruitment of Staff/ Volunteers	❖ Recruitment of school personnel i.e. Teachers, SNA's, Ancillary Staff, Sports Coaches, External Tutors/Guest Speakers etc	<i>Harm not recognised or reported in accordance with procedures</i>	<ul style="list-style-type: none"> • Child Safeguarding Statement & DES procedures available to all staff • Vetting of school staff • Vetting of volunteers (as appropriate) • Supervision of Pupils Policy • Policy on Parents / Volunteers • Vetting documentation presented in advance for outside speakers, HSE personnel etc.
	❖ Volunteers/Parents for school activities i.e. Sports events	<i>Harm not recognised or reported in accordance with procedures</i>	<ul style="list-style-type: none"> • Vetting of volunteers (as appropriate) • Meeting with parents' volunteers in advance of activity • Identification tags for all visitors • Pupils under supervision of teachers – never in care of volunteers

<p>Entry and Dismissal of pupils</p>	<p>❖ Morning entry and home time dismissal of pupils</p>	<p><i>Unknown adults in the in carpark/on the school grounds</i></p>	<ul style="list-style-type: none"> • School entrances (by Halla door) opened for arrival and dismissal times. School personnel supervise yard (Senior Infants -6th classes) & Junior Infant classes (in classrooms) from 8.30am until 8.45am bell. Doors closed after school starts. Doors opened again at 1.30pm (Moylish Road) and 2.30pm (Front door & Halla Door) for dismissal and closed after dismissal. • Front door monitored by school secretary. Key fob system in operation. • School procedure in place for adults only to open front door. • School procedure in place for children going on the bus (Moylish Door opened @2.25 and supervised by teacher) • Parent/guardians advised to ensure children collected at home time - Junior Classes pupils (Juniors-1st) remain under care of teacher until collected • Non-collected pupils of junior classes (Juniors-1st Class) go to school office – parents contacted as necessary
	<p>❖ Breakfast Cafe</p>	<p><i>Unknown adults seeking entry to the school/ on the school grounds/ in the Breakfast Cafe</i></p>	<ul style="list-style-type: none"> • School gates/school open at 8.15am - caretaker on duty for school's security • Breakfast Café supervised by ISM from 8.15-8.45am • Breakfast Café staff are vetted.
<p>Curricular Provision</p>	<p>❖ Curricular provision in respect of SPHE, RSE, Stay Safe.</p>	<p><i>Non-teaching of the curriculum and relevant lessons</i></p>	<ul style="list-style-type: none"> • School implements SPHE as curricular subject taught in all classes as per SPHE plan. • School implements RSE, Stay Safe Programme in full. • School is an Incredible Years School. • School implements a wide variety of social and emotional programmes (for e.g. Friends for Life, Zippy Friends, Dina in the Classroom)

	<ul style="list-style-type: none"> ❖ Use of Information and Communication Technology (ICT) by pupils and school staff during school day 	<p><i>Inappropriate use of school internet - pupils exposed to inappropriate online content or messaging</i></p> <p><i>Inappropriate recording of staff or pupils</i></p>	<ul style="list-style-type: none"> • Acceptable use policy for ICT for Pupils and school staff • Data Protection Policy • Laptop/IPAD Policy for pupils • Supervision of pupil’s policy • Code of Behaviour • Acceptable Usage Policy
Teaching and Learning	<ul style="list-style-type: none"> ❖ Classroom teaching ❖ One to one teaching ❖ Outdoor teaching i.e. PE/Sports etc 	<p><i>Harm not recognised or reported in accordance with procedures</i></p> <p><i>Inadequate supervision</i></p>	<ul style="list-style-type: none"> • Daily recording of pupil attendance, late arrival and early leaving (via Aladdin) • Supervision of pupil’s policy • Child Safeguarding Statement and DES procedures • Open door policy • Glass in door in SEN Classrooms • SEN Policy & SNA Policy
	<ul style="list-style-type: none"> ❖ Care of pupils with specific vulnerabilities/needs based on race, disability, religion etc 	<p><i>Harm not recognised or reported in accordance with procedures</i></p>	<ul style="list-style-type: none"> • Child Safeguarding Statement and DES procedures • Supervision of pupil’s policy • Code of Behaviour • SEN Policy & SNA Policy
	<ul style="list-style-type: none"> ❖ Use of video/ photography/other media to record school events 	<p><i>online posting of school images and pupils and staff</i></p>	<ul style="list-style-type: none"> • Acceptable Use Policy • Data Protection Policy • Parents advised that recordings etc are for personal use and not for uploading onto social media sites.
	<ul style="list-style-type: none"> • Care of pupils with SEN 	<p><i>Harm by school personnel</i></p>	<ul style="list-style-type: none"> • SEN Policy & SNA Policy • Supervision of pupil’s policy • Child safeguarding statement

<p>Special Education Needs (SEN)</p>	<ul style="list-style-type: none"> Managing challenging behaviour (including flight risk children) 	<p><i>Harm by school personnel</i></p> <p><i>Injury to pupils and staff</i></p>	<ul style="list-style-type: none"> School procedure in place in the event of a toileting incident- parents contacted and parent/child takes responsibility for changing of clothes Minimum restraint necessary At least two staff members present if possible Parents contacted immediately Health & Safety Policy Code of Behaviour Supervision of Pupils Policy Anti-Bullying Policy Critical Incidence Policy
<p>Medical Emergencies and First Aid</p>	<ul style="list-style-type: none"> ❖ Administration of First Aid Treatment by staff ❖ Administration of Medication by staff 	<p><i>Harm by school personnel</i></p>	<ul style="list-style-type: none"> Supervision of Pupils Policy Administration of Medication Policy and procedures
<p>Coaches & Speakers & Visitors to the school for curricular purposes</p>	<ul style="list-style-type: none"> ❖ Use of external personnel to support the delivery of the curriculum (including Mobile library service, BlueBox Creative therapies, sports coaches, music teacher, SCP, Community Groups) 	<p><i>Harm to pupils due to inappropriate behaviour /communication</i></p>	<ul style="list-style-type: none"> Supervision of Pupils Policy Teacher always present Vetting in accordance with CPSMA and DES regulations School procedure in place- Visitors will wear visitor tags
<p>After-School Activities</p>	<ul style="list-style-type: none"> ❖ After-school Classes run by school staff/School 	<p><i>Harm to pupils due to inappropriate behaviour</i></p>	<ul style="list-style-type: none"> Child Safeguarding Statement Code of Behaviour Policy

	Completion Programme	<i>/communication</i>	<ul style="list-style-type: none"> • Anti-Bullying Policy • After-School Activity Policy • Supervision of Pupils Policy
Behaviour & Supervision of pupils during school hours	❖ Recreation Breaks and Lunch breaks and yard time	<i>Inappropriate behaviour /communication with pupils Unknown adults on the playground/in carpark, Inappropriate videoing/recording of pupils in the yard by unknown adults</i>	<ul style="list-style-type: none"> • Supervision of pupil’s policy, teacher and/or SNA on duty • School procedures in place for classes exiting onto the yard/entering back into the school • School security – external doors closed. Key fob system in place. Secretary office at the front door • Staff on duty in all play areas
	❖ Toilet areas/other communal school areas	<i>Inappropriate behaviour by pupils</i>	<ul style="list-style-type: none"> • Classroom rules including toilet permissions • School procedure in place- children go to bathroom in pairs/Senior pupils use a sign out sheet for bathroom breaks/ bathroom closest to class area is used • Code of Behaviour
	❖ Exit and entry to class for play time	<i>Inappropriate behaviour by pupils</i>	<ul style="list-style-type: none"> • Teacher on duty in yard - Class teacher supervises exit of pupils to yard area • Class teacher collect class punctually after yard time - supervises entry to classroom

	<ul style="list-style-type: none"> ❖ Prevention and dealing with bullying and misbehaviour amongst pupils ❖ Sanctions under the school's Code of Behaviour including time out of pupils etc 	<p><i>Harm not recognised or reported in accordance with procedures</i></p> <p><i>Inadequate provision of Supervision of pupils under sanction</i></p>	<ul style="list-style-type: none"> • Anti-Bullying Policy and procedures • Social and Emotional programmes • Stay Safe programme • Code of Behaviour • Code of Behaviour • Yard time out to be supervised by teacher and/or SNA on the yard and/or principal/deputy principal's room
Teaching Practice/ Work Placement	<ul style="list-style-type: none"> ❖ Trainee Teachers on teaching placement 	<p><i>Harm not recognised or reported in accordance with procedures</i></p>	<ul style="list-style-type: none"> • Child Safeguarding Statement. • Vetting of student teacher
Parent/ Guardians Classes/ Activities	<ul style="list-style-type: none"> ❖ Parents attending classes in the school ❖ Parents attending HSCL initiatives (Little Voices, Maths 4 Fun, Reading initiatives) 	<p><i>Harm to pupils due to inappropriate behaviour /communication</i></p> <p><i>Harm to pupils due to inappropriate behaviour /communication</i></p>	<ul style="list-style-type: none"> • Supervision of pupil's policy • HSCL Policy • Parents/Guardians Policy • Staff member present at all times • Supervision of pupil's policy • Class teacher and/or HSCL to remain with the class at all times
Parents/ Guardians coming to the school	<ul style="list-style-type: none"> ❖ Parents/guardians seeking to collect pupils early/home 	<p><i>Harm to pupils due to inappropriate behaviour /communication</i></p> <p><i>Unknown adults in</i></p>	<ul style="list-style-type: none"> • Parents/Guardians report to school office – verification of identity where necessary • Parents/guardians/adults remain in reception area - not permitted to go to classroom areas unless accompanied by member of school staff • School security – bell at door

	time/when pupils unwell etc	<i>the in carpark/on the school premises</i>	
School Trips & use of External Facilities	<ul style="list-style-type: none"> ❖ School tours/outing involving one or multiple classes to external venues ❖ School Sports Day ❖ Hire of Transport (bus) ❖ Use of Public Transport ❖ Staff bringing pupils in their own cars (matches, sick child etc) ❖ Participation by pupils in religious ceremonies/religious instruction external to the school 	<p><i>Harm not recognised or reported in accordance with procedures</i></p> <p><i>Supervision appropriate to the activity and transport option</i></p> <p><i>Harm to pupils due to inappropriate behaviour /communication</i></p> <p><i>Harm to pupils due to inappropriate behaviour /communication</i></p>	<ul style="list-style-type: none"> • Supervision of pupil’s policy • Teacher and/or SNA on duty • Adequate pupil-teacher ratio adhered to (according to the age of pupils) • Code of Behaviour • Ensure private transport providers hired by the school are licensed in accordance with regulations • Supervision of pupil’s policy • School procedure in place- either two extra children and/or an SNA/teacher accompanies • Supervision of pupil’s policy teacher and/or SNA • Adequate pupil-teacher ratio adhered to (according to the age of pupils) • Code of Behaviour
School Maintenance Contractors & non curricular	<ul style="list-style-type: none"> ❖ Visitors/contractors in school during school hours & after school hours 	<p><i>Harm to pupils due to inappropriate behaviour /communication</i></p>	<ul style="list-style-type: none"> • All contractors/ and visitors report to the school office • Contractors work outside of school hours where possible • Contractors/visitors provide identification where necessary

visitors to the school			
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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 is not a 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 has been completed by the Board of Management on 10th March 2020

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

Signed Canon Donal McNamara
Chairperson, Board of Management

Signed Sinéad Toomey
Principal/Secretary to the Board of Management