Child Safeguarding Statement –Donard National School

Donard National School is a Catholic co-educational primary school providing 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) and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Donard National School has agreed the Child Safeguarding Statement set out in this document.

1 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 *(revised 2023)* as part of this overall Child Safeguarding Statement

2 The Designated Liaison Person (DLP) is Peter Kelly

3 The Deputy Designated Liaison Person is Niamh O' Rourke

4 The Relevant Person is Peter Kelly

5 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/employee 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 school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2023 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 Túsla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2023, 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 above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the 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, 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 attached as an appendix to these procedures.

- 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.

7 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 Túsla 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 on 2/6/26

Signed: Jerome Kelly
Chairperson of Board of Management

Signed: Peter Kelly
Principal

Date: 2/6/26

Date: 2/6/26

Appendix 1: Child Safeguarding Risk Assessment

Written Assessment of Risk of Donard National School
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 2023*, the following is the Written Risk Assessment of Donard National School, Donard Co. Wicklow.

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 -***

1.Risk identified-List of school activities	**2.Potential risk of harm identified by school**	**Procedure in place to manage risk identified in this assessment**
Opening/Closing Times and Break Times	Access to pupils by strangers or other adults. Risk of harm from other pupils	Supervision by teachers and SNAs has been agreed as part of 'Haddington Road' hours from 9.00am in the school/yard until classes begin at 9.10am. This will be for children who are in Junior Infants-6th class. Adequate Supervision at break times. Bus children are escorted to the bus everyday by a member of staff. Teachers walk out with individual classes and supervise for 10 minutes after school (as agreed for 'Haddington hours') Health and Safety Policy Anti-Bullying policy Code of Behaviour

Visitors	Visitors behaving inappropriately. Visitors lacking awareness of child safety issues.	Teacher will be present in the classroom. Visitors from reputable organisations with appropriate vetting if alone with the class. The Building is accessed by bell. The secretary greets and fields the visitor. Main entrance is locked when secretary gone home/not available.
School Tours/Outings	Access to pupils by strangers. Inappropriate activity by pupils. Dangers posed by unfamiliar environment	Adequate supervision Adequate planning and preparation by staff. First Aid and any required medication brought on the tour.
Access/Egress	Access to pupils by strangers or other adults. Flight risk for some pupils	Magnetic locks on doors. Code on doors. Gates locked at break time. A plan is in place to respond promptly and appropriately if a pupil leaves the school premises without permission.
Swimming Lessons/Sports Events	Risk of harm from other pupils. Potential for unsupervised times in changing areas. Access to pupils by strangers or other adults.	Adequate supervision provided. Adults who help out on swimming days are Garda vetted. Trained lifeguards in pool

Social Media	Potential for bullying. Potential for grooming of pupils	Pupils' mobile phones and use of social media are not permitted during school hours. Access to social media is blocked on the school wifi. Anti-Bullying Policy (Bí Cineálta) Acceptable Usage Policy Information sessions for pupils, parents and staff
On-line Teaching/Remote Learning	Live lessons could have access to images of children by strangers.	All live lessons include 2 members of school staff. Link to the live lesson is sent to the personal email of the child's parent. Only the relevant children should be present in the on-line lesson. Staff do not commence the on-line teaching until at least 2 children are present. No recording of on-line teaching. Teachers are moderators and control who has access to the remote learning.
Fundraising events involving students (e.g. school fair)	Access to pupils by strangers or other adults	Appropriate supervision by teaching staff.
After school activities – drama, GAA training, Soccer. Rugby and Traditional Music	Limited number of staff with children for pick up times/ staff left pupils on their own if collected late	Parents must arrange collection children on time/ Principal or other member of teaching staff will stay with children during this time at the end of the activity. All coaches/helpers are Garda vetted

Special Education Teaching– one to one teaching (pupil and teacher)	Harm to teacher Harm to student	Support teaching (if possible) will take place in class or in small groups. If one to one tuition is needed the door is left open in class where tuition is taking place. Mission Statement Special Education Needs Policy Staff is alert to good practice (observable at all times) Garda vetting
Managing of challenging behaviour and physical aggression amongst pupils	Risk to pupil Risk to other pupils Risk to staff member	Health and Safety policy Code of behaviour If a child is being physically aggressive the tactic of 'diversion' will be used by the teacher or SNA. If the child continues to be aggressive and diversion is not successful (i.e. the child is at risk or the other children are at risk of being hurt) two adults, where practicable, will ensure the rest of the children are removed to another classroom and space is provided for the student. The parents will also be notified. Physical Restraint will be used as a last resort in line with the guidelines in "Understanding Behaviours of Concern and Responding to Crisis Situations". Physical Restraint will be: • Proportionate • Reasonable • For immediate risk of harm only

Recruitment of school personnel including Teachers/SNA's Caretaker/secretary/Cleaner Substitute Teachers	Harm by school personnel	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. Teaching staff are required to uphold the Teaching Council Code of Professional Conduct. Substitute teachers are required to provide up-to-date Garda Vetting clearance and a completed Statutory Declaration Form prior to commencing work in the school.
Students participating in work experience	Harm to pupil	Over 16s to be garda Vetted Student teachers are vetted by college/university Class teacher is present at all time with students.
External tutors supplementing the curriculum (ie sports coaches, music generation teachers)	Harm to pupils from adults known and unknown	Garda vetting is obtained For whole class teaching the teacher is responsible for their class. They must be in attendance at all times if an external person (including external sports coach) is delivering an element of the curriculum to their class. For one to one teaching of music lessons, music teachers are alert to good practice (observable at all times). All music teachers are garda vetted.
Prevention and dealing with bullying amongst pupils	Harm to pupil	The school has an anti-bullying policy which adheres to the requirement of the Department's *Bí Cineálta*

		School fully implements the Stay Safe programme and elements of the SPHE Walk Tall programme
Training of school personnel in Child Protection matters	Harm not recognised or reported promptly	The *Child Protection Procedures for Primary schools 2023* are made fully available to all staff personnel. A copy is kept in the office for all staff to view. All staff members are required to be familiar with the procedure. All school Personnel are provided with a copy and have access to the school's Child Safeguarding statement and risk assessment. All teachers, SNAs and the secretary are required to complete the Tusla Children First e-learning programme on tusla.ie or the PDST Child Protection Procedures for all school Personnel. It is best practice for staff to do the Child First training every 3 years.
Administration of Medicine	Harm to pupil	The school has in place a policy and procedures for the administration of medication to pupils. Parents must sign an *Administration of Medicines in Schools* Indemnity form prior to the pupil receiving the medication.

Administration of First Aid	Harm to pupil	The school has in place a policy and procedures for the administration of First Aid
Toileting/Intimate Care	Inappropriate Contact/Allegations	The school has an Intimate Care Policy 2 adults present during toileting/intimate care Record-keeping

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 has been completed by the Board of Management on 2/6/26. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed Jerome Kelly Date 2/6/26

Chairperson, Board of Management

Signed Peter Kelly Date 2/6/26

Principal/Secretary to the Board of Management

Mandatory Template 2: Checklist for Review of the Child Safeguarding Statement

The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) require that the Board of Management must undertake a review of its Child Safeguarding Statement and that the following checklist shall be used for this purpose. **The review must be completed every year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers.** Undertaking an annual review will also ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement every two years.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list of the issues to be considered. Individual Boards of Management shall include other items in the checklist that are of relevance to the school in question.

As part of the overall review process, Boards of Management should also assess relevant school policies, procedures, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015, the Addendum to Children First (2019) and the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023).*

	Yes/No
1. Has the Board formally adopted a Child Safeguarding Statement in accordance with the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*?	Y
2. Is the Board satisfied that the Child Safeguarding Statement is displayed in a prominent place near the main entrance to the school?	Y
3. As part of the school's Child Safeguarding Statement, has the Board formally adopted, without modification, the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*?	Y
4. Does the school's Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the Addendum to Children First)	Y
5. Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	Y
6. Has the Risk Assessment taken account of the risk of harm relevant to online teaching and learning remotely?	Y
7. Has the DLP attended available child protection training?	Y
8. Has the Deputy DLP attended available child protection training?	Y
9. Have any members of the Board attended child protection training?	Y
10. Has the school appointed a DLP and a Deputy DLP?	Y
11. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	Y
12. Has the Board arrangements in place to communicate the school's Child Safeguarding Statement to new school personnel?	Y
13. Is the Board satisfied that all school personnel have been made aware of their responsibilities under the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and the Children First Act 2015?	Y
14. Has the Board received a Principal's Child Protection Oversight Report (CPOR) at each Board meeting held since the last review was undertaken?	Y
15. Since the Board's last review, did each CPOR contain all of the information required under each of the 4 headings set out in sections 9.5 to 9.8 inclusive of the procedures?	Y

16. Since the Board's last review, has the Board been provided with and reviewed all records relevant to the CPOR?	Y
17. Is the Board satisfied that the records provided are anonymised and redacted as necessary to ensure that the identities of children and any other parties, including school personnel, to whom the concern or report relates are not disclosed?	Y
18. Since the Board's last review, have the minutes of each Board meeting appropriately recorded the records provided to the Board as part of CPOR?	Y
19. Have the minutes of each Board meeting appropriately recorded the CPOR?	Y
20. Is the Board satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?	Y
21. Is the Board satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of school personnel against whom an allegation of abuse or neglect has been made?*	Y
22. Where applicable, were unique identifiers used to record child protection matters in the Board minutes?	Y
23. Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?	Y
24. Has the Board been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*?	N
25. In relation to any cases identified at question 20 above, has the Board ensured that any notifications required under section 5.6 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* were subsequently issued by the DLP?	Y
26. Has the Board ensured that the Parents' Association (if any), has been provided with the school's Child Safeguarding Statement?	Y
27. Has the Board ensured that the patron has been provided with the school's Child Safeguarding Statement?	Y
28. Has the Board ensured that the school's Child Safeguarding Statement is available to parents on request?	Y
29. Has the Board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)	Y
30. Has the Board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school? (applies to post-primary schools)	N/A
31. Has the Board ensured that the SPHE curriculum is implemented in full in the school?	Y
32. Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *	Y
33. Is the Board satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?*	Y
34. Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*	Y
35. Has the Board considered and addressed any complaints or suggestions for improvements regarding the school's Child Safeguarding Statement?	Y
36. Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*?	N
37. Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	N
38. Is the Board satisfied that the '*Child Protection Procedures for Primary and Post Primary Schools Post-Primary Schools (revised 2023)* are being fully and adequately implemented by the school?	Y

39. Has the Board identified any aspects of the school's Child Safeguarding Statement and/or its implementation that require further improvement?	Y
40. Has the Board put in place an action plan containing appropriate timelines to address those aspects of the school's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement?	Y
41. Has the Board ensured that any areas for improvement that were identified in any previous review of the school's Child Safeguarding Statement have been adequately addressed?	Y

*In schools where the ETB is the employer, the responsibility for meeting the employer's requirements rests with the ETB concerned. In such cases, this question should be completed following consultation with the ETB.

Signed Jerome Kelly Date 2/6/26

Chairperson, Board of Management

Signed Peter Kelly Date 2/6/26

Principal/Secretary to the Board of Management

Note: Where a school is undertaking its first review, references in this checklist to the "last review" shall be taken to refer to the date on which the Child Safeguarding Statement was first put in place.