Scoil Naomh Barra, Wilkinstown, Navan, Co. Meath.
Principal: Mr. James Minnock **Roll No.** 19253K
Deputy Principal: Mrs. Jacqueline Mc Carthy

Child Safeguarding Statement and Risk Assessment

For:	**Scoil Naomh Barra.**
At:	**Navan Rd, Balsaw, Wilkinstown, Co. Meath, C15 VW32.**

This school is a: (tick appropriate) ☒primary ☐post-primary ☐ special school

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) and 2025, Child Protection Procedures for Schools 2025 and Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment 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 Schools 2025 as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Mr James Minnock

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Mrs Jaqueline McCarthy

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

Mr James Minnock

(In schools this person is the DLP)

Relevant Person can be contacted on:

046 905 4329	office@wilkinstownns.ie

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management, or in an ETB school the Chief Executive or their delegate:

Fr John O'Brien

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- ☐ Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- ☐ Fully respect confidentiality requirements as set out in the Child Protection Procedures for Schools 2025 in dealing with child protection matters.
- ☐ Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024),* and the *Child Protection Procedures for Schools 2025.* In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

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> Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service

~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of *the Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

> Procedure for the Safe Recruitment and Selection of School Personnel to Work with Children

~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Department of Education and Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.

~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.

> Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm

~ The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:

~ The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.

~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.

~ The school encourages board of management members to avail of any relevant training and complete child protection training.

~ The board of management ensures that records of all staff and board member child protection training are maintained.

> Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla

~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

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> Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons

~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

> Procedure for Appointing a Relevant Person (In schools this person is the DLP)

~ There is a procedure in place for appointing a relevant person.

The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025,* the board of management 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.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association (if any), the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

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Child Safeguarding Risk Assessment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1	Training of school personnel in Child Protection matters	Harm not recognised or reported promptly Information not recorded in accordance with best practice	All school personnel are provided with a copy of the school's Child Safeguarding Statement The Child Protection Procedures for Primary and Post -Primary Schools 2017 are made available to all school personnel School personnel are required to adhere to the Child Protection Procedures for Primary and Post-Primary Schools 2017 and all registered teaching staff are required to adhere to the Children First Act 2015 DLP and DDLP attended PDST face-to-face training All staff have availed of the TUSLA training module and are encouraged to avail of any other relevant training BOM (Principal's report) records all records of staff and board training
2	Sporting Activities (GAA, Soccer, Basketball, Olympic handball, swimming, rounders, cross-country, athletics, cycling)	Harm to pupils Harm to pupil(s) by other pupil(s) Changing facilities- supervision of same on swimming days/sporting events A risk of parents/external persons entering changing rooms while children are in a state of undress.	Teacher supervision Changing facilities (swimming/matches): · two members of staff would be available in a supervisory capacity in order to minimise potential risk to children's privacy · Parents will not be allowed to enter the dressing/changing rooms to assist their child in dressing/undressing (unless deemed necessary). In the event that a girl/girls are playing as part of the boys' team in Cumann na mBunscol a consent form will be signed by the parents/guardians and a female teacher will be present to supervise at the matches
3	Outside coaches visiting the school (e.g. GAA coaching, Active Week activities, Cycle safety course)	Harm to pupils	Check all vetting (where applicable) prior to allowing outside personnel to engage with children, and always ensure that a teacher is present for these sessions

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	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
4	Annual 10k cycle/Witches Walk/ Fundraising events involving pupils	Open invitations to school events can pose risk of exposure to external personnel who are unfamiliar to the children and the school.	Teacher supervision
5	Be Active after school club	Harm to pupils Teachers & parents open to potential accusations and or litigation in relation to mishandling of children/situations which may arise (inappropriate questioning of children)	Teacher supervision at all times Parents are required to sign Be Active ASAP Parent Leader Code of Practice (self-declaration).
6	Guest speakers	Harm to pupils	Teacher supervision
7	School tours/overnight/class outings	Children's modesty could be compromised when changing and other such school activities Travelling by bus and or leaving the school poses a risk of exposure to external personnel who are unfamiliar to the children and the school	Ensure all tour venues have Child Safeguarding Statements in place and that adequate supervision is available by both the school and facilitators Changing for class outings will be overseen on a phased basis by the relevant teachers in advance of the children's departure. At no time will boys and girls be asked to change together unless they have separate cubicles
8	Choir	Harm to pupils Teachers & parents open to potential accusations and or litigation in relation to mishandling of children/situations which may arise (inappropriate questioning of children)	The school has in place supervision procedures to ensure appropriate supervision of children when using off-site facilities for school activities e.g. community centre, church
9	Weekly musical instruction (with external facilitator)	Over familiarity with children by external personnel	Check all vetting (where applicable) prior to allowing outside personnel to engage with children, and always ensure that a teacher is present for these sessions
10	Special occasions (e.g. Grandparent's Day, concerts, Christmas plays)	Harm from unknown adults Harm not recognised or properly or promptly reported	Teacher supervision At school events members of the audience will be advised not to upload photographs/videos to any social media sites

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11	One to one teaching.	Harm by school personnel Children are more vulnerable in a one-to-one situation (teaching or otherwise)	During 1:1 teaching sessions all classrooms will have a glass panel on the door for clear visibility at all times in order to minimise risk of accusations against teachers and risks to children in such scenarios Parents will be informed and consent forms will be signed in advance of commencement of teaching Children will be collected from their class and delivered back
12	After school club (e.g. Homework Club, Lego club, Dance, etc...)	Harm to pupils	Appropriate guidelines will be followed in relation to Garda vetting/insurance for all activities which take place independent of the school
13	School collections (early/late pick-ups/drop offs, e.g. after school activities, matches/tours)	Late collection/early drop off of children particularly in relation to an individual child exposes the children and or teacher to potential accusations/litigation Children are more vulnerable in a one-to-one situation (possibility of teacher being left to supervise one child)	The school must be advised if there are any changes to the agreed collection arrangements for any child during or after school hours Early leavers will be signed for and the time recorded in the early leaving book at the main office Teachers will be advised to stand in view of CCTV in the case of one-to-one supervision
14	School transport arrangements	Travelling by bus and or leaving the school grounds to participate in organised activities pose risk of exposure to external personnel who are unfamiliar to the children and the school	Ensure that in so far as possible vigilance is displayed in relation to following safety guidelines on the bus to minimise risks- e.g. wearing seatbelts, (one seat one child) Special needs/more vulnerable children would be seated close to a teacher for closer supervision Students will not be permitted to travel in any staff member's car in order to minimise risks of litigation towards either party
15	Transition Year/Teaching Practice students	Over familiarity with children Inexperience in dealing with children	Ensure all staff/visiting teachers/substitute teachers'/TY students are made aware of Child Safeguarding Statement and vetting to be checked where applicable Student teachers and TY students will not be left in charge of groups of children/classes without a teacher present

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16	Providing care for injuries	Harm to pupils Staff open to potential accusations and or litigation in relation to mishandling of children/situations which may arise	The school has in place procedures for the administration of First Aid to pupils *see 'School Accident and Injury Policy
17	Use of toilet/changing areas in school	Inappropriate behaviour by the children General toileting and that of children with care needs poses a potential risk to the child's privacy/modesty being compromised	Only one child will be allowed to go to the toilet at any given time and toilets throughout the school are gender specific
18	Internal Staff Members working in the school during school hours (Teachers, SNAs, Caretaker, Secretary…)	Harm to children by internal personnel	The school has a Code of Behaviour for school personnel 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 · Maintains records of all staff · The school complies with the agreed disciplinary procedures for teaching staff
19	Visitors/unknown adults present at the school during school hours	Harm from unknown adults	In addition to door lock system at all entrances a sign in book will be used to monitor all visitors to the school
20	Prevention and dealing with bullying amongst pupils	Bullying Harm to pupils	The school has in place an Anti-Bullying Policy for pupils The school has in place a Code of Behaviour for pupils Two teachers will be present when questioning a child to establish facts or investigate an incident
21	Managing of challenging behaviour amongst pupils	Harm to pupil(s) by other pupil(s) Bullying	The school has in place a Code of Behaviour for pupils The school has a Health and Safety policy
22	Care of children with special needs, including intimate care needs	Harm to pupil Harm to pupil with SEN by other pupil(s) Harm not recognised or properly and promptly reported Harm while a child is receiving intimate care Harm from unknown adults	The school has a plan and procedures in place in respect of students with special educational needs, including intimate care when needed

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
		Over familiarity by internal and external personnel	
23	Daily arrival and dismissal of pupils	Harm from older pupils Harm from unknown adults on school grounds	The school has procedures in place to ensure appropriate supervision of children during arrival and dismissal
24	Recreation breaks for pupils	Medium Harm to pupils	The school has in place yard supervision procedures to ensure appropriate supervision of children during break times
25	Use of ICT in school	Harm to pupils Harm to staff Harm not recognised or properly and promptly reported Harm from unknown adults	The school has in place an ICT policy in respect of usage of ICT by pupils The school has in place a Code of Behaviour for pupils The school has in place a firewall to ensure that the internet cannot be inappropriately accessed The school has in place a Policy on the Use of Mobile Phones and Electronic Devices
26	Curriculum provision in respect of SPHE, RSE, Stay Safe	Medium non-teaching of same	The school implements in full the Stay Safe programme The school implements in full the SPHE curriculum The school implements in full the R.S.E programme
27	Recruitment of school personnel including Teachers/SNAs/Secretary/Caretaker and other staff members present during school hours e.g. sport coaches, contractors	Harm to pupils	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
28	Administration of Medicine	Harm by school personnel Harm not recognised and/or dealt with properly and promptly	The school has in place a policy and procedures for the administration of medication to pupils
29	Care of pupils with specific vulnerabilities/needs such as - Pupils from ethnic minorities/migrants - Members of the travelling community - Pupils perceived to be LGBT - Pupils of minority religious faiths - Children in care	Harm to pupils Harm not recognised or properly and promptly reported Harm by unknown adults Harm to pupil(s) by other pupil(s)	The school has in place a Code of Behaviour for pupils The school has in place an Anti-Bullying policy for pupils

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	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
	- Children on Child Protection Notification System		

Risk in the context of this Child Safeguarding Statement and 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 the Children First Act 2015: 'harm' means, in relation to a child— (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or (b) sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.

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In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment.

In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on 4/11/26 *(most recent review date)*

Signed: *	John O'Brien	**Date**:

Chairperson of the board of management

Signed: *	James Minnock	**Date**: 4/11/26

Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on Nov 2027.

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Appendix 1 - Location of copies of the Child Protection Procedures and Children First Guidance

The Child Protection Procedures for Schools 2025 and the Children First Guidance documents are available online on the Department of Education and Youth website at www.gov.ie/childprotectionschools.
Hard copies of the procedures are available in the school, with one copy located in the School Office and another in the Staffroom.
Links to these documents, including the Children First: National Guidance for the Protection and Welfare of Children (2017), are also available on the school website through our Child Safeguarding Statement and Risk Assessment document.