



Child Safeguarding Risk Assessment
Written Assessment of Risk of Raheen Wood Community 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 PostPrimary Schools (revised 2023)*, the following is the Written Risk Assessment of Raheen Wood Community National School.

List of School Activities	Risk Level (if not addressed)	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Training of school personnel in Child Protection matters	High	Harm not recognised or reported promptly	<p>Child Safeguarding Statement & DES procedures made available to all staff</p> <p>DLP & DDLP must attend face to face training All Staff to view Túsla training module & any other online training offered by OIDE/LCETB</p> <p>LCETB HR involved in ensuring that all staff members have the necessary Child Protection Training completed.</p> <p>BOM/LCETB HR records all records of staff and board training</p>

Classroom teaching	Low	Risk of child being harmed in the school by member of school personnel or by another child.	Supervision of pupil interactions by staff. Garda vetting of all staff All Teaching Staff having completed Children's First Training (TUSLA) Refer to Supervision Policy
One to one teaching	Med	Harm by school personnel On occasion, there are instances where children are working one-to-one with their teacher in areas removed from other children and staff.	S.E.N Policy Open doors where possible when teaching one to one Table between teacher and pupil Glass panel in all support room doors. Garda vetting of all staff
Outdoor teaching activities	Med	Risk of child being harmed while on the school grounds	Adequate supervision by members of school personnel Refer to Supervision Policy Code of Behaviour Policy Anti-Bullying

			Restraint Policy and appropriate training delivered to address potentially violent incident between pupils
Care of Children with special needs, including intimate care needs	High	Harm by school personnel	Garda vetting of all staff. Implementation of school SEN policy and Intimate Care Policy outlining procedures to be followed. Policies: Intimate Care Policy (Do we have Intimate Care Policy and is it in practice?) Manual Handling Policy and appropriate training delivered. Special Educational Needs Policy
Toilet areas	High	Inappropriate behaviour without necessary supervision due to children from multiple classes accessing shared bathroom spaces in the main building	Supervision Policy Construction work completed on main building to ensure that each classroom have access to a toilet of their own from within the classroom. Only Class 3/4 need to leave their classroom to access the toilet. This is closely monitored as per supervision policy.
Curricular Provision in respect of SPHE, RSE, Stay safe.	Med	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full Appropriate training to deliver SPHE, RSE programmes are made available to staff.
LGBT Children/Pupils perceived to be LGBT	Med	Bullying	Anti-Bullying Policy Code of Behaviour

			<p>Occasional Invitation of Specialised Guest Speaker to discuss issues.</p> <p>Teacher has completed specialised CPD training in this area.</p> <p>All Together Now program taught with Class 5/6</p> <p>https://www.belongto.org/all-together-now/#:~:text=The%20'All%20Together%20Now'%20programme,%206th%20classes%20in%20primary%20schools.</p> <p>GMGY Curriculum</p>
Daily arrival and dismissal of pupils onto the school site	Med	Harm from older pupils, unknown adults on the playground	<p>Procedures:</p> <p>Arrival and dismissal supervised by Teachers.</p> <p>If a child is to be collected by anyone other than their Legal Guardian, it must be brought to the attention of the school prior to collection.</p> <p>Communicated by:</p> <p>Regular Newsletter Reminders</p>
Care of children who require physical interventions, in order to ensure their safety and safety of others	High	Risk of child being harmed by member of school personnel.	<p>Garda vetting of all staff.</p> <p>Physical interventions and positive handling plan for individual pupils, developed in collaboration with parents.</p> <p>Policies:</p> <p>Physical Restraint Policy</p> <p>Health & Safety Policy</p> <p>Code of Behaviour</p> <p>Continuous Professional Development (CARA) Training 2018)</p>

Management of challenging behaviour among pupils		Risk of child being harmed in the school by a member of school personnel or by another child	Implementation of Code of Behaviour and Physical Intervention policies. Supervision of pupil interactions. Garda vetting of all staff. Continuous CPD training
Sports Coaches	Med	Harm to pupils	Policy & Procedures in place Supervision Policy No coach or any volunteer is to work alone with a child or group of children at any stage – Teacher is still responsible for the management of the class
Students participating in work experience	Low	Harm by student	Work experience Policy Child Safeguarding Statement. Supervision Policy
Recreation breaks for pupils	High	Inappropriate Behaviour/ Bullying/Accidental injury	Access points to the school monitored. Adequate supervision by members of school personnel. As our school grounds are very unique, clear rules, site boundaries and expectations of behaviour are communicated to the children. Policies: Code of Behaviour Supervision Policy Accidents and Injuries
School outings	Med	Risk of child being harmed by	Garda vetting of all staff. Supervision of pupil interactions by

		member of school personnel, by another child or by personnel associated with school tour location Management of Administration of Medication	staff. Supervision of pupil activities involving external personnel. Policies: Health and Safety School Outing Guidelines Code of Behaviour Do we have an Administration of Medication Policy?
School trips involving overnight stay	High	Harm to Pupils Inappropriate Behaviour Management of Administration of Medication	Garda Vetting Supervision Policy Code of Behaviour Health and Safety School Outing Guidelines Preparatory Meetings with Parents
Use of toilet/changing/shower areas in schools or on outings	High	Inappropriate behaviour	Usage and supervision policy Clear procedures to be put in place with regards to instances where an adult is with children and children are accessing changing rooms (ie sports events and swimming) Health and Safety School Outing Guidelines
Prevention and dealing with bullying amongst pupils	High	Harm from one pupil to another	Anti-Bullying Policy Code of Behaviour Implementation of SPHE programmes Continuous CPD

<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> • Teachers • SNA's • Caretaker/Secretary/Cleaners • External Tutors/Guest Speakers • Volunteers/Parents in school activities/Coaches • Visitors/contractors present in school during school hours • Visitors/contractors present during after school activities 	<p>High</p>	<p>Harm not recognised or not properly or not promptly reported</p>	<p>Child Safeguarding Statement & DES procedures made available to all staff</p> <p>Staff to view Tusla training module & any other online training offered by OIDE/LCETB</p> <p>Vetting Procedures</p> <p>Policy of Parents / Volunteers</p> <p>Policy on Visiting Contractors</p>
<p>Use of Information and Communication Technology by pupils in school</p>	<p>Med</p>	<p>Bullying Risk of harm due to exposure to inappropriate content or exposure to cyberbullying while on the internet on either school or personal devices</p>	<p>ICT policy (Use of School Devices, Virus Protection/Parental Protection & Search Restrictions)</p> <p>Anti-Bullying Policy</p> <p>Code of Behaviour</p> <p>Mobile Phone Use</p> <p>Staff Training</p>
<p>Sporting Activities</p>	<p>High</p>	<p>Risk of child being harmed in the school/on the school</p>	<p>Garda Vetting of all staff.</p> <p>Supervision of pupil interactions by</p>

		grounds by member of school personnel or by another child. Risk of harm due to bullying of child	staff Policies: Health and Safety Guidelines for School Outings Supervision Policy
Use of off-site facilities for school activities	Low	Access to members of the public	Supervision Policy Garda Vetting Code of Behaviour Health and Safety Guidelines for School Outings Procedure: Pupil/Adult Ratio of at least 8:1
Class Swimming lessons	High	Risk of child being harmed by personnel working in swimming pool. Risk of child being harmed by members of school personnel or volunteers in changing rooms/pool area.	Supervision of pupil swimming lessons by school personnel Garda vetting of all staff and volunteers PAWS Water Safety Training provided to children. Policies: Health and Safety Guidelines for School Outings Swimming Lessons Policy
School transport arrangements including use of bus escorts	High	Risk of child being harmed by school transport providers. Bullying Inappropriate use of Devices	Supervision of pupils by school personnel Code of Behaviour ICT Policy Bus Escort position provided by the NCSE is Garda Vetted

<p>Administration of Medicine Administration of First Aid</p>	<p>Low</p>	<p>Injury Harm by Adult Poor Administration</p>	<p>Policy: Accidents and Injuries Procedure Intimate Care Policy</p> <p>Procedures: Implementation of administration of medication policy outlining procedures to be followed Administration of first-aid to take place in designated, open classroom First Aid Training In - Date Medication Personalised Garda vetting of all staff.</p> <p>School will always have 2 certified occupational first aiders employed amongst teaching staff</p>
<p>Use of external personnel to supplement curriculum</p>	<p>High</p>	<p>Harm by Adult</p>	<p>Child Safeguarding Statement & DES procedures made available to all staff Staff to view Tusla training module & any other online training offered by OIDE/LCETB Vetting Procedures Garda Vetting Separate to French and Handwork, teachers must accompany external personnel during all learning activities</p>

<p>Changing of pupils clothes (because of toileting accident/fall in yard etc.)</p>		<p>Risk of child being harmed in the school by a member of school personnel</p>	<p>Garda vetting of all staff. Pupil to change themselves alone. Procedure if pupil requires assistance: 2 adults should always be present if children's clothes are being changed (ref. Intimate Care Policy). Parents informed by class teacher at end of day.</p>
<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) children • Pupils perceived to be LGBT • Pupils of minority religious faiths • Children in care • Children on CPNS 	<p>High</p>	<p>Risk of child being harmed in the school by a member of school personnel or by another child. Risk of harm due to bullying of child. Risk of racism</p>	<p>Anti - Bullying</p> <p>Supervision Policy Health and Safety Policy</p> <p>Procedures: Encourage and Promote Knowledge of Ethnic Minorities - Promotion of Goodness Me Goodness You program</p> <p>Meeting with Outside Agencies (DLP) Open Lines of Communication</p> <p>CPD for all staff</p> <p>All Together Now program being taught in class 5/6 https://www.belongto.org/all-together-now/#:~:text=The%20'All%20Together%20Now'%20programme,6th%20classes%20in%20primary%20schools.</p>

Use of school premises by other organisations/groups during school day	Medium	Outside Organisations coming into contact with children	Knowledge of Fire Regulations Awareness of Staff Communication with Parents' Association Activities take place outside of break times.
Student teachers undertaking training placement in school	Medium	Risk of child being harmed in the school by volunteer or visitor to the school	Garda Vetting Supervision Policy Child Safety Statement Non - Disclosure Agreement Work Experience Policy
Use of video/photography/other media to record school events		Risk of child being harmed by member of school personnel and others accessing/ circulating inappropriate or potentially inappropriate material via social media, texting, digital device or other manner	School events to be recorded by members of school personnel/ designated recording personnel only. If deemed necessary. Families reminded not to use media to record school events. If a member of school personnel uses a personal device for such, they must upload onto the school server (only) within a week and delete permanently from personal device. (Staff formally reminded of this termly, and incidentally throughout the year). Photograph Policy Reference to Anti-Bullying Policy with regard to sharing of video/images Mobile Phone Policy
HSE vaccinations/ hearing and vision tests		Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Parents/carers to sign documentation for administration of vaccinations/hearing and vision tests. Vaccinations to take place in room with glass panel in door and more than one pupil present at a time.

Visits from external agencies/community members/parents		Risk of child being harmed in the school by volunteer or visitor to the school	Sign-in book at reception to account for all visitors present in the school. Such visitors not left alone with pupils (i.e. always accompanied by a member of school personnel)
Official school photographs/cake sales/ School concerts/ book fairs		Risk of child being harmed in the school by volunteer or visitor to the school	Pupils supervised at all times by member of school personnel
School Cleaners/BOM attendees		Risk of child being harmed in the school by volunteer or visitor to the school	School cleaners only work in the school outside of school hours. BOM meetings held outside of school hours.
School Caretaker		Risk of child being harmed in the school by school personnel	Garda vetting of all staff. Supervision of pupil interactions by staff.
Festivals		Risk of child being harmed in the school by volunteer or visitor to the school	Supervision of pupil interactions by Staff.
Online teaching/remote learning		Risk of child being harmed online by member of school personnel, by another child, by a household member of another child or by anyone who accesses the online learning platform.	Garda vetting of all school personnel. Procedures for online learning set out in the school's Remote Learning Policy. Ref: Online safety lessons in the school's AUP. Pupil internet safety acceptable use policy (AUP) Digital Citizenship Lessons

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 (revised 2023)*

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.

Examples of activities, risks and procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as “any potential for harm”. Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to Children First: National Guidance for the Protection and Welfare of Children published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

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Examples of School Activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/ needs such as
 - Pupils from ethnic minorities/migrants
 - Members of the Traveller community

- Lesbian, gay, bisexual or transgender (LGBT) children
- Pupils perceived to be LGBT
- Pupils of minority religious faiths
- Children in care
- Children on Tusla's Child Protection Notification System (CPNS)
- Children with medical needs
- Recruitment of school personnel including -
 - Teachers/SNAs
 - Caretaker/Secretary/Cleaners
 - Sports coaches
 - External Tutors/Guest Speakers
 - Volunteers/Parents in school activities
 - Visitors/contractors present in school during school hours
 - Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Breakfast club
- Homework club/evening study

Examples of Risks of Harm

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

Examples of Procedures to address risks of harm

- 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 (revised 2023)* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- The school undertakes anti-racism awareness initiatives
- The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a health and safety policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
- The school has a codes of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
 - Has provided each member of school 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
 - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tables devices in the school by pupils as per circular 38/2018
- The school has in place a Critical Incident Management Plan

- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations