



Child Safeguarding Risk Assessment

Written Assessment of Risk of St Clare's Primary School

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, the following is the Written Risk Assessment of St. Clare's Primary School.

St. Clare's Primary School Child Safeguarding Risk Assessment		
List of School Activities	The school has identified the following risk of harm in respect of its activities	The school has the following procedures in place to address the risk of harm identified in this assessment
<ul style="list-style-type: none"> • Daily arrival & dismissal of pupils. 	<ul style="list-style-type: none"> • Risk of harm from other pupils, unknown adults on school grounds • Inappropriate behaviour. • Children on school grounds too early & unsupervised 	<ul style="list-style-type: none"> • School procedures /practices in place. • Adequate supervision of pupils provided during school hours. • School doors open at 9.00 am. Children not allowed into school before this time. • Children escorted to designated school exit points at 255 pm. • Infants collected from school at 145 pm. • The Policy of the bus operator will apply for children when travelling on the buses for school activities <p>Relevant Policies</p> <ul style="list-style-type: none"> • Code of Behaviour • Anti-bullying • Health & Safety Statement • Supervision Policy
<p>Recreation breaks for pupils</p>	<ul style="list-style-type: none"> • Risk of harm due to inadequate supervision. • Injury to pupils • Inappropriate behaviour • Bullying • Harm not recognised or properly or promptly reported. 	<ul style="list-style-type: none"> • Teachers yard supervision rota- children do not leave school building for yard without teacher present to supervise. Children from J1-2nd escorted to astro door by class teachers. <p>Relevant Policies</p> <ul style="list-style-type: none"> • Code of Behaviour • Anti-bullying • Health & Safety • First Aid Policy for children injured during play. • Supervision Policy



<p>Classroom teaching</p>	<ul style="list-style-type: none"> • Risk of harm by school personnel. • Risk of harm when a teacher leaves the classroom/lack of supervision 	<ul style="list-style-type: none"> • All school personnel have received training in Child Protection. All staff due to have training again in new CP guidelines during the 2025/26 year. • Children to be supervised at all times, if teacher must leave the room, they must leave the classroom door open and the teacher in next room or SET teacher to be notified to help with supervision for the duration of the absence
<p>One- to one teaching</p>	<p>Rick of harm by school personnel</p>	<ul style="list-style-type: none"> • Written consent is obtained before any child receives 1:1 or small group support teaching. • All school personnel to have training in child protection. • Table or appropriate space between teacher and pupil. All SET rooms to have glass panels on doors. Open Door Policy in operation where Principal can visit any classroom or learning setting at any time. <p>Relevant Policy</p> <ul style="list-style-type: none"> • Special Educational Need Policy.
<p>Outdoor teaching activities</p>	<ul style="list-style-type: none"> • Risk of injury to pupils • Bullying • Harm not recognised 	<ul style="list-style-type: none"> • Adequate supervision for outdoor trips. • Boundaries of activity well communicated in advance • Hazards of the activity identified in advance. • Road Safety lessons to be taught in every class termly.
<p>Sporting activities</p>	<ul style="list-style-type: none"> • Risk of injury to pupils • Risk of bullying • Harm not recognised/reported • Inappropriate behaviour in changing rooms/bus travelling to events/matches 	<ul style="list-style-type: none"> • Adequate supervision (parents asked to help if necessary e.g. swimming). No staff in changing rooms at swimming lessons unless agreed with parents beforehand for children with additional needs. Staff conduct a walk through in pairs at the end of changing time. • All helpers Garda vetted • School Policy and procedures adhered to.
<p>School tours/school outings(including sports day)</p>	<ul style="list-style-type: none"> • Risk of child being harmed by member of school staff, a member of another organisation 	<ul style="list-style-type: none"> • Adequate supervision of pupils, SET and 2nd teacher or parents to



	<p>or another person while participating in out of school activity e.g. school tour activity</p>	<p>assist with trips when necessary. Principal decides the level of supervision necessary in line with Supervision Policy. Parents are to be included for supervision ratios.</p> <ul style="list-style-type: none"> • School to check that people directly involved with or have access to pupils on tour are Garda Vetted. • Tour venues and activities to be researched in advance to ensure proposed activities are safe and age- appropriate • Policy of the bus operator will apply when travelling by buses for school activities..
<p>Use of toilet areas in the school</p>	<ul style="list-style-type: none"> • Risk of harm to a child due to inappropriate behaviour by fellow pupils/member of school staff 	<ul style="list-style-type: none"> • Controlled usage of toilets (one user at any one time). • Toilets are within the classroom for adequate supervision of usage.
<p>Care of pupils with specific vulnerabilities/need such as</p> <ul style="list-style-type: none"> • Children with SEN • 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 faith 	<ul style="list-style-type: none"> • Risk of harm due to bullying of pupils • Lack of language ability • Cultural differences • Children in care • Children on Child Protection Notification System (CPNS) 	<p><u>School policies/practices in place</u></p> <ul style="list-style-type: none"> • Anti-bullying Policy • Stay Safe/RSE/SPHE programmes implemented • Code of Behaviour • Special Educational Needs Policy
<p>Management of challenging behaviour amongst pupils, including appropriate use of restraint where required</p>	<ul style="list-style-type: none"> • Risk of injury to pupils and staff 	<ul style="list-style-type: none"> • School has Code of Behaviour <p><u>Relevant Policies</u></p> <ul style="list-style-type: none"> • Health and Safety Statement • Supervision Policy • SEN Policy
<p>Care of children with special needs, including intimate care needs, care of infant pupils following toileting accident</p>	<ul style="list-style-type: none"> • Risk of harm to children with SEN who have particular vulnerabilities by school personnel • Risk of harm to a child while receiving intimate care 	<ul style="list-style-type: none"> • SEN Policy • Intimate Care Policy • Always two adults in close proximity when there is a child requiring care when toileting.
<p>Administration of Medicine</p>	<ul style="list-style-type: none"> • Risk of pupil being harmed by member of school personnel when administering medication 	<p>School has</p> <ul style="list-style-type: none"> • Administration of Medicine Policy.
<p>Administration of First Aid</p>	<ul style="list-style-type: none"> • Risk of pupil being harmed by member of school personnel when administrating First Aid 	<p>School has</p> <ul style="list-style-type: none"> • Administration of First Aid Policy.



<p>Curricular Provision in respect of Social Personal & Health Education (SPHE) Relationships & Sexuality Education (RSE) and Stay Safe</p>	<ul style="list-style-type: none"> • Risk of harm due to curricular provision not being fully implemented 	<ul style="list-style-type: none"> • School implements SPHE, RSE and Stay Safe programmes in full. • Teachers record topics taught in Cuntas Míósúil (monthly progress report) which are filed in the school
<p>Prevention and dealing with bullying amongst pupils</p>	<ul style="list-style-type: none"> • Risk of harm to pupils due to bullying 	<ul style="list-style-type: none"> • Policy and procedures in place • Adequate supervision of pupils <p><u>Relevant Policies</u></p> <ul style="list-style-type: none"> • Anti-bullying Policy • Code of Behaviour
<p>Training of school personnel for Child Protection matters</p>	<ul style="list-style-type: none"> • Risk of harm to pupils by school personnel • Risk of school personnel not being aware of their responsibilities under legislation • Risk that harm to pupils is not recognised or reported to appropriate authorities promptly 	<ul style="list-style-type: none"> • All vetting procedures are strictly adhered to as per terms of legislation- National Vetting Bureau (Children's and Vulnerable Persons) Acts 2012-2016, Department of Education & Skills Circular 31/2016 and any directives issued by DES • Copies of documentation relating to vetting are retained securely • School Child Safeguarding Statement and DES Child Protection Procedures are made available to all staff • School personnel are required to adhere to Child Protection Procedures for Primary & Post Primary Schools 2017 & all registered teachers are required to adhere to Children First Aid Act 2015 • DLP and DDLP will attend PDST face to face training when available • All staff to engage with Tusla online training • BOM records all instances of staff & Board training • Induction to be provided to new/substitute teachers by Principal
<p>Visitors to the school</p>	<ul style="list-style-type: none"> • Risk of harm due to pupils 	<ul style="list-style-type: none"> • Parents/visitors to the school required to check in with secretary/ Principal • School has magnetic locks and keypads on



		<p>doors to protect pupils and staff</p> <ul style="list-style-type: none"> • Visitors to the school required to sign visitors book
<p>Students participating in TY work experience or student teachers on placement</p>	<ul style="list-style-type: none"> • Risk of child being harmed by older/children/student teacher 	<ul style="list-style-type: none"> • Provision of vetting letter and copy of Insurance from Secondary School/College of Education • Child Safeguarding Statements is provided • TY students/student teachers remain under direct supervision of classroom teacher and do not have unsupervised access to pupils • School procedures provided to students by Principal
<p>Use of video/photograph/other media to record and promote school events</p>	<p>Risk of harm due to</p> <ul style="list-style-type: none"> • Identification of pupils • Tagging and sharing of pupil images • Inappropriate use of pupil images • Inappropriate relationship/communication between child/another child/adult • Cyber bullying 	<ul style="list-style-type: none"> • ICT Policy in place • School has AUP in place • Parental consent is required before pupils are included in photographs or visual recordings • School has website and Facebook page, it is decided to identify children only by first name. • It is decided where possible not to post individual pupil photos on school Facebook page except to highlight an outstanding pupil achievement.
<p>Volunteers/parents assisting with school activities</p>	<ul style="list-style-type: none"> • Risk of child being harmed in school by volunteer/visitor to the school 	<ul style="list-style-type: none"> • Garda Vetting procedures in place • No unsupervised access to pupils • Class teacher or another teacher always with the class
<p>Use of external personnel to supplement curriculum</p>	<ul style="list-style-type: none"> • Risk of harm to pupil 	<ul style="list-style-type: none"> • Garda Vetting procedures to be followed • School policy and procedures in place • Adequate supervision by teachers and parents if necessary
<p>Participation by pupils in religious ceremonies/instruction external to school</p>	<ul style="list-style-type: none"> • Risk of harm to pupil 	<ul style="list-style-type: none"> • Parental consent obtained • Adequate supervision
<p>Use of information and Communication Technology by pupils in school</p>	<p>Risk of harm due to</p> <ul style="list-style-type: none"> • Children inappropriately accessing/using computers, social media, phones and 	<p>Pupils prohibited from bringing mobile phones to school</p> <p><u>Relevant Policies</u></p>



<p>Outside agencies engaging in building works on the school building and grounds during 2025/26</p>	<p>other devices while at school</p> <ul style="list-style-type: none"> • Risk of bullying/cyberbullying • Staff not following policy and procedures • Remote teaching/Distance Learning <p>Risk of harm to pupils and staff</p>	<ul style="list-style-type: none"> • ICT Policy • AUP (Acceptable Use Policy) • Anti-bullying Policy • Code of Behaviour • Internet filtering in place • <u>Rules and procedures for dealing with Seesaw communications</u> • <u>Remote Teaching and Learning Policy</u> <p><u>Pupils to be supervised by teachers and school staff at all times during school hours. Areas of building works to be cordoned off and no access permitted for pupils or staff to these areas under construction. Staff to be made aware to be extra vigilant with the ongoing building works.</u></p>
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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's 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.

School policies referenced in this Child Safeguarding Statement were either reviewed in the last three years or are under review for the current 2025/26 school year.

This risk assessment has been completed by the staff of St Clare's Primary School in September 2025 and was ratified on **October 1st, 2025** as part of the school's annual review of its Child Safeguarding Statement.

Signed *Gerry Creamer* Date 01-10-2025

Mr. Gerry Creamer, Chairperson, Board of Management

Signed *Laura Tully-Nicholson* Date 01-10-2025

Laura Tully-Nicholson, Principal/Secretary to the Board of Management