



Ballyowen Meadows Special School

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Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Ballyowen Meadows is a special school providing primary education to pupils from age three to twelve years.

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 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of [insert school name] 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 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Thigam Padayachee (Principal Teacher)
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Wendy Kenny (Acting Deputy Principal)
- 4 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 with a special vulnerability.

5 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 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DE 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 Department of Education and available on the DE 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 Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, 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 schools 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 and the Addendum to Children First (2019), 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 included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school’s website, the DE website or will be made available on request by the school.

Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 6 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 7 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 October 2019

This Child Safeguarding Statement was reviewed by the Board of Management on 29/09/23

Signed: on notice board

Signed: on notice board

Chairperson of Board of Management

Principal/Secretary to the Board of Management

Date: 29/09/23

Date: 29/09/23

Child Safeguarding Risk Assessment

Written Assessment of Risk of Ballyowen Meadows Special 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 2017*, the following is the Written Risk Assessment of Ballyowen Meadows Special School.

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 -
Training of school personnel in Child Protection matters	School personnel not appropriately trained to recognise harm or report same promptly	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement & DES procedures made available to all staff ▪ DLP& DDLP to attend PDST face to face training ▪ All Staff view Túsla training module & online training offered by PDST ▪ BOM records all records of staff and board training ▪ Tusla Child Safeguarding online training module ▪ PDST Child Protection online training course ▪ PDST DLP & DDLP face-to-face training course ▪ PDST DLP & DDLP online training course ▪ MAPA training for all staff ▪ MAPA Instructor on staff to provide In-house training, as required
One to one teaching	Harm by school personnel	<ul style="list-style-type: none"> ▪ School has policy in place for one to one teaching ▪ 2.1 policy in place ▪ Whenever, 1.1 occurs open doors until 2.1 restored ▪ Table between teacher/SNA and pupil ▪ Observation window in door
Care of Children with special needs, including intimate care needs	Harm by school personnel	<ul style="list-style-type: none"> ▪ Policy on intimate care (contained within the BMSS Safeguarding Policy)

Toilet areas	Inappropriate behaviour	<ul style="list-style-type: none"> ▪ Supervision policy ▪ BMSS Child Safeguarding Policy
Curricular Provision in respect of SPHE, RSE, Stay Safe	Potential harm to pupils due to failure to teach same	<ul style="list-style-type: none"> ▪ School implements SPHE, RSE, Stay Safe via two approaches. <ol style="list-style-type: none"> (1) Individually, to pupils through their PPP/IEP (2) At Class level through a topic approach ▪ Monitoring of implementation via medium planning & whole school plan.
LGBT Children/Pupils perceived to be LGBT	Bullying	<ul style="list-style-type: none"> ▪ Anti-Bullying Policy ▪ Code of Behaviour
Daily arrival and dismissal of pupils	Harm from other pupils, unknown adults in the car park and school entrance	<ul style="list-style-type: none"> ▪ Arrival and dismissal supervised by Teachers, SNAs and Bus Escorts ▪ Staggered leaving times
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	Injury to pupils and staff	<ul style="list-style-type: none"> ▪ Health & Safety Statement and Policy ▪ Code of Behaviour, incorporating school policy on Physical intervention and MAPA training
Clinicians working directly with pupils	Harm to pupil from unidentified clinicians that the school has not been informed of in advance of their deployment to the school	<ul style="list-style-type: none"> ▪ Identification Cards – copies retained by school
Students participating in work experience	Harm to pupil Harm to student	<ul style="list-style-type: none"> ▪ Student Placement Guidelines ▪ Child Safeguarding Statement and Policy
Recreation breaks for pupils	Harm by pupil to other pupils Challenging behaviour	<ul style="list-style-type: none"> ▪ Staggered times for use of playground ▪ Supervision procedures in place ▪ School rules ▪ Code of behaviour ▪ Anti-bullying policy
Classroom teaching	Harm by pupil to other pupils and staff	<ul style="list-style-type: none"> ▪ Class Placements Policy ▪ Use of additional classroom for pupils on an individual basis

		<ul style="list-style-type: none"> ▪ Code of Behaviour ▪ Health and Safety Statement and Policy ▪ Classroom organised to meet the needs of pupils with ASD ▪ Supervision procedures in place ▪ School rules ▪ Anti-bullying policy
School-based activity	Harm to pupil – possible flight risk	<ul style="list-style-type: none"> ▪ Code of Behaviour ▪ Health & Safety Statement and Policy
Outdoor teaching activities and school outings	Harm to pupil from unknown adults Harm by pupil to others Possible flight risk	<ul style="list-style-type: none"> ▪ Code of Behaviour ▪ Staffing ratio planned in advance to ensure high level of supervision ▪ Balanced approach to inclusion and consideration of health and safety risks
Use of toilet/changing/shower areas in school	Harm to pupil	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement and Policy ▪ Adequate and appropriate supervision ▪ Intimate care policy
School transport arrangements including use of bus escorts	Harm to pupil Harm by pupil Harm by Bus Escorts Harm by Bus Driver Failure of transport provider to follow appropriate child protection requirements	<ul style="list-style-type: none"> ▪ Transport Policy ▪ Bus escorts given regular Child Protection training ▪ Seating plan for pupils designed to prioritise safety ▪ MAPA training for staff ▪ Reporting procedure for incidents ▪ Bus Escort, if required and sanctioned ▪ 1:1 taxi, if required and sanctioned ▪ Parents are requested to bring and collect child from school ▪ All school staff receive satisfactory Garda vetting ▪ Supervision provided by Bus Escort ▪ Reporting to Bus Éireann and transport provider
Administration of Medicine	Harm to pupil Unauthorised access to stored medications	<ul style="list-style-type: none"> ▪ Administration of Medication Policy ▪ Health and Safety Statement ▪ Health and safety Officer ▪ Supervision Policy

		<ul style="list-style-type: none"> ▪ Locked medications cabinet in supervised location
Administration of First Aid	Harm to pupil	<ul style="list-style-type: none"> ▪ Health and Safety Statement ▪ First Aid Training for all Staff
Curricular provision in respect of SPHE, RSE, Stay Safe	Harm to pupil	<ul style="list-style-type: none"> ▪ School plan for curriculum planning to monitor whole school delivery of Stay Safe
Prevention and dealing with bullying amongst pupils	Harm to pupil Harm by pupil	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement and Policy ▪ Anti-Bullying Statement and Policy ▪ Code of Behaviour
Recruitment of school personnel including - <ul style="list-style-type: none"> • Teachers • SNA's • Caretaker/Secretary/Cleaners • Volunteers • Visitors/contractors present in school during school hours • Inclusion Facilitators 	Harm not recognised or properly or promptly reported due to failure to follow appropriate vetting procedures in recruitment	<ul style="list-style-type: none"> ▪ Child Safeguarding Statement & DES procedures made available to all staff ▪ Staff to view Tusla training module & any other online training offered by PDST ▪ Vetting Procedures ▪ All volunteers must be vetted ▪ All visitors must sign in the entrance book ▪ Identity Badge for Visitors ▪ No child is ever left unsupervised by school staff
Use of Digital technologies by pupils in school	Bullying Access to inappropriate content	<ul style="list-style-type: none"> ▪ AUP/Digital technology policy ▪ Anti-Bullying Policy ▪ Code of Behaviour ▪ Supervision Policy
Use of Digital technologies - Staff accessing Office 365 outside of the school building	Photographs and storage of same Confidentiality breach of personal details etc	AUP/Digital Technologies policy Anti-bullying policy Code of Behaviour
Use of Digital Technology by pupils on school bus	Access to inappropriate content	<ul style="list-style-type: none"> ▪ Transport Policy ▪ Digital media and Acceptable Usage Policy ▪ Code of Behaviour ▪ Supervision Policy

Use of video/photography/other media to record school events	Exposure/breach of confidentiality Harm to pupil by posting images on-line	<ul style="list-style-type: none"> ▪ Parent Guidelines – memo from School Management ▪ Parent permission sought for the use of images of child ▪ Data protection policy
<p>Covid 19</p> <ul style="list-style-type: none"> - Students not attending school presently - Students being in close proximity to other students and staff on a daily basis 	<p>Minimal communication from home</p> <p>Potential exposure to Covid 19</p> <p><i>Medium</i></p>	<p>School record data on Aladdin re attendance School issue plus 20 days to EWO School to make weekly calls to parents School to implement a remote teaching and learning plan School Covid 19 Response Plan and government guidelines</p>

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.