Child Safeguarding Risk Assessment

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 John Bosco Community College

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)*

St John Bosco Community College Safeguarding Risk Assessment 2023				
	Activity	**Risk Identified**	**Level of Risk L/M/H**	**Procedure in Place to manage the risk**
1	Interactions between teachers and students including but not limited to: ▪ Classroom teaching ▪ Homework club/evening study ▪ Outdoor teaching activities ▪ Sporting Activities	▪ Risk of student being harmed in the school by a member of school personnel ▪ Risk of harm due to inappropriate relationship/communications between a student and an adult		▪ The school has provided each member of school staff with a copy of the school's Student 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.* ▪ School personnel are expected to adhere to the Teaching Council's Code of Conduct. ▪ The school has a Dignity Charter
2	Interaction between students including but not limited to: ▪ Recreation breaks for students Movement between classes ▪ Use of toilets ▪ Use of PE changing rooms ▪ Outdoor teaching activities ▪ Sporting Activities	▪ Risk of harm due to inadequate supervision of students ▪ Risk of harm due to bullying of student ▪ Risk of student being harmed in the school by another student ▪ Risk of harm due to inappropriate relationship/communications between a student and another student		▪ The school ensures appropriate supervision of students during breaks. ▪ 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 has in place a code of behaviour for students ▪ The school has a Dignity Charter ▪ Students receive written permission in school journal to use toilets during classes.

3	Daily arrival and dismissal of students	▪ Risk of harm due to inadequate supervision of students entering and leaving school.		▪ The school ensures appropriate supervision of students as per the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills.
4	One-to-one teaching	▪ Risk of harm in one-to-one teaching situation		▪ The school has a clear glass panel adjacent to every classroom door or a panel of clear glass in the door. ▪ Teachers are also advised to leave the classroom door ajar if teaching in a one-to-one situation.
5	One-to-one counselling	▪ Risk of harm in one-to-one counselling situation		▪ Both doors in School Chaplain office and Guidance Councillor office have glass panels in place.
6	School outings	▪ Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending out of school activities		▪ The school has highlighted the need to put an Extra-Curricular Activities Policy in place in academic year 18/19. ▪ Current practice of all groups traveling with one or more teachers, no teacher to take one student on a trip on their own, and all groups have to be signed out on VSWARE are in place.

7	School trips involving overnight stay	▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending out of school activities		▪ All teachers taking a group of students must travel with a second member of staff and complete a risk assessment before departure. ▪ Extra-Curricular Activities Policy to be created this academic year 18/19.
8	Use of off-site facilities for school activities	▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending an off-site facility		▪ Extra-Curricular Activities Policy to be created this academic year 18/19.
9	Annual Sports Day	▪ Risk of harm due to inadequate supervision of students while attending out of school activities ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities		▪ Extra-Curricular Activities Policy to be created this academic year 18/19. ▪ A clear procedure/timetable must be in place. First Aid station/Kit readily available. Supply of drinking water made available to all students and staff.
10	School transport arrangements	▪ Risk of student being harmed while student is travelling		▪ Adequate teacher supervision. ▪ Hire of reputable bus operator.

		to/from a school activity.		
11	Management of challenging behaviour amongst students, including appropriate use of restraint where required	▪ Risk of student being harmed in the school by a member of school personnel ▪ Risk of student being harmed in the school by another student		▪ The school has in place a code of behaviour for students *(no restraint policy, LCETB to advise)*
12	Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.	▪ Risk of harm due to inadequate code of behaviour		▪ The school has in place a code of behaviour for students ▪ The school has in place a mobile phone policy in respect of usage of mobile phones by students
13	Care of students with special educational needs, including intimate care where needed.	▪ Risk of harm to students with SEN who have particular vulnerabilities ▪ Risk of harm to student while a student is receiving intimate care		▪ The school must create a Special Educational Needs policy in academic year 18/19. ▪ The school has created an SNA policy/plan in respect of students who require such care.
14	Care of students with specific vulnerabilities/ needs including: ▪ Students from ethnic minorities/migrants ▪ Members of the Traveller community ▪ Lesbian, gay, bisexual or transgender (LGBT) students and students perceived to be LGBT ▪ Students of minority religions ▪ Children in care	▪ Risk of student being harmed in the school by a member of school personnel ▪ Risk of student being harmed in the school by another student ▪ Risk of harm due to bullying of student		▪ 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 has in place a code of behaviour for students ▪ The school has a Dignity Charter

	▪ Children on CPNS			
15	Administration of Medicine	▪ Cause of harm to a student.		▪ The school has in place a record of students who may require emergency medication. ▪ Trained first responder staff have been advised to contact emergency services in such cases where a student requires emergency medication.
16	Administration of First Aid	▪ Cause of harm to a student.		▪ The school has in place procedures for the administration of First Aid and staff personnel with First Responder training.
17	Curricular provision in respect of SPHE, RSE	▪ Deprive students of important required knowledge for life.		▪ The school implements in full the SPHE curriculum ▪ The school is currently working on Wellbeing Programme/Policy for the school. ▪ The school implements in full the Wellbeing Programme at Junior Cycle
18	Participation by students in religious ceremonies/religious instruction external to the school	▪ Inclusion		▪ Alternative arrangements are made for students who wish to opt out of religious ceremonies following Parental consent.
19	Use of Information and Communication Technology by students in school	▪ Risk of harm due to students inappropriately accessing/using computers, social media, phones and other devices while at school		▪ The school has in place an ICT policy in respect of usage of ICT by students ▪ The school has in place a mobile phone policy in respect of usage of mobile phones by students
20	Students from the school participating in work experience elsewhere	▪ Risk of student being harmed by a member of staff of another organisation or other person		▪ The school has in place relevant documentation in relation to work experience in external organisations.

		while student participating in work experience		
21	Recruitment of school personnel including - ▪ Teachers ▪ SNAs ▪ Admin staff ▪ Caretaker ▪ Cleaners	▪ Risk of student being harmed in the school by a member of school personnel who has not been Garda Vetted		▪ LCETB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting ▪ The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel. ▪ All new staff are provided with a copy of the school's Child Safeguarding Statement ▪ The school encourages staff to avail of relevant training
22	Use of external personnel to supplement curriculum and / or support sports and other extra-curricular activities ▪ Sports coaches ▪ External Tutors/Guest Speakers ▪ Volunteers/Parents in school activities	▪ Risk of student being harmed in the school by volunteer or visitor to the school		▪ The school has in place a Visiting Speakers Policy for the use of external persons to supplement delivery of the curriculum ▪ Parents/Guardians who volunteer are required to undergo Garda Vetting through LCETB.
23	Fundraising events involving students	▪ Risk of student been harmed by a member of the public while in the care of school personnel.		▪ Fundraising events only take place during/outside of school hours under teacher/parental supervision. ▪ Teachers in role of loco parentis during school hours.

24	Use of video/photography/other media to record / at school events	▪ Risk of students identity in public domain without prior permission.		▪ Parental consent given after enrolment.
25	Use of student images for PR purposes	▪ Risk of students identity in public domain without prior permission		▪ Parental consent given after enrolment.
26	Student teachers undertaking training placement in school	▪ Risk of student being harmed by a student teacher in training.		▪ All student teachers have been Garda vetted by their affiliated College/University. ▪ All student teachers have restricted access to student information.
27	After school use of school premises by other organisations	▪ Risk of student being harmed in the school by a visitor to the school		▪ The hiring of the school sports hall takes place during hours when no students are present.
28	Use of school premises by other organisations during school day	▪ Risk of student being harmed in the school a visitor to the school		N/A
29	Non-curricular related visitors / contractors present in school during school hours	▪ Risk of student being harmed in the school by a visitor/contractor to the school		▪ The school has a Health and Safety policy.
30	Non-curricular related visitors / contractors present during after school activities	▪ Risk of student being harmed in the school by a visitor/contractor to the school		▪ The school has a Health and Safety policy.
31	Use of Information and Communication Technology by staff	▪ Risk of harm caused by member of school personnel communicating with students in an appropriate manner via social media, texting, digital device or other manner ▪ Risk of harm caused by member		▪ The school has provided each member of school staff with access to 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*

		of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner		*and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015.* ▪ School personnel are expected to adhere to the Teaching Council's Code of Conduct. ▪ The school complies with the agreed disciplinary procedures for teaching staff.
32	Reporting	▪ Risk of harm not being recognised by school personnel ▪ Risk of harm not being reported properly and promptly by school personnel		▪ The school has provided each member of school staff with a copy of the school's Student 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.* ▪ The school encourages staff to avail of relevant training. ▪ The school complies with the agreed disciplinary procedures for teaching staff.

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 10/10/23.

It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed: _____ Signed: _____

Chairperson of Board of Management Principal

Date: 10/10/2023. Date: 10/10/23.

Date of next review: October 2024