

Child Safeguarding Statement – Scariff Community College

School Profile

Scariff Community College is a co-educational school providing post-primary education to students from 1st Yr to 6th Yr, (aged 12-19 approx). The school offers the Junior Cycle Profile of Achievement, Level 2 PLUs (Priority Learning Units), Transition Year, Leaving Certificate Applied, Leaving Certificate Established and Leaving Certificate Applied (runs subject to demand). The school enhances the curriculum with a wide variety of curricular, co-curricular and extra-curricular activities both on-campus and off-campus. Some activities involve travel away from school and may also include overnight accommodation.

Number of staff

- 31 teaching staff
- 2 SNAs
- 4 ancillary staff (two admin staff, one caretaker, one cleaner).
- One student on work placement from Mary Immaculate College, UL.
- Catering services are provided by The School Food Company who have two staff on-site each day.

Number of students

411 students in the school

Ability

The school has an open enrolment policy accepting students with a wide variety of abilities and challenges. A small number of students have individual care needs and a Personal Pupil Plan (PPP) is in place for each of them.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, 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 Name of School 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 Angela McNamara.
3. The Deputy Designated Liaison Person (DDL) is Angela Russell.
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 student with a special vulnerability.

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 DES website.
- In relation to the selection or recruitment of staff and their suitability to work with children, Limerick & Clare Education & Training Board 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 DES and available on the DES 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
- 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 s 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, 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 attached as an appendix to these procedures.
- The various procedures referred to in this Statement can be accessed via the school’s website, the DES website or will be made available on request by the school.

This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association and the patrons. 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.

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 policy was adopted by the Board of Management on:

14th May 2019

Signed: 
 Chairperson of Board of Management

Signed: 
 Principal

Date: 14/5/19

Date: 14/5/19

Date of next review: May 2020 .

ASSESSMENT OF RISK

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;

The logo for Scariff Community College is a shield-shaped crest. At the top, it features a banner with the text 'SCARIFF COMMUNITY COLLEGE'. Below the banner, the shield is divided into four quadrants. The top-left and bottom-right quadrants are white, while the top-right and bottom-left quadrants are dark. In the center of the shield, there is a stylized white figure that resembles a person or a symbol. The text 'Scariff Community College' is printed in a bold, sans-serif font across the middle of the shield.

Scariff Community College

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*.

Scariff Community College, Safeguarding Risk Assessment

	Activity	Risk Identified	Level of Risk L/M/H	Procedure in Place to manage the risk
1	<p>Interactions between teachers and students including but not limited to:</p> <ul style="list-style-type: none"> ▪ Classroom teaching ▪ Evening study ▪ Outdoor teaching activities ▪ Sporting Activities 	<ul style="list-style-type: none"> ▪ 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 	M	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel ▪ School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>. ▪ 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.
2	<p>One-to-one meetings with students including but not limited to:</p> <ul style="list-style-type: none"> ▪ One-to-one teaching ▪ One-to-one counselling 	<ul style="list-style-type: none"> ▪ Risk of harm in one-to-one teacher-student situation 	M	<ul style="list-style-type: none"> ▪ The school will develop a policy for one-to-one meetings with students
3	<p>Interaction between students including but not limited to:</p>	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate supervision of students 	M	<ul style="list-style-type: none"> ▪ The school ensures appropriate supervision of students during breaks.

<ul style="list-style-type: none"> ▪ Recreation breaks for students ▪ Movement between classes ▪ Use of toilets ▪ Use of PE changing rooms ▪ Outdoor teaching activities ▪ Sporting Activities 	<ul style="list-style-type: none"> ▪ 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 	M	<ul style="list-style-type: none"> ▪ The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i> ▪ The school has in place a code of behaviour for students ▪ The school has a Dignity Charter ▪ The school will develop a PE Policy in respect of changing rooms. ▪ The school has in place an Educational School Tours/Trips and extra-curricular Activities Policy and clear procedures in respect of same.
<p>4</p> <p>Daily arrival and dismissal of students</p>	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate supervision of students entering and leaving school. 	M	<ul style="list-style-type: none"> ▪ The school ensures appropriate supervision of students for daily arrival and dismissal as per the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills. ▪ The school will communicate annually by letter with parents/guardians regarding the school's position outside of the times covered by the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills.
<p>5</p> <p>School outings including:</p> <ul style="list-style-type: none"> ▪ Day trips ▪ Activities/matches ▪ Annual Sports Day 	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while 	H	<ul style="list-style-type: none"> ▪ The school has in place an Educational School Tours/Trips and extra-curricular Sporting Activities Policy and clear procedures in respect of same.

	<ul style="list-style-type: none"> ▪ Co-curricular activities ▪ School trips involving overnight stay ▪ School trips involving foreign travel 	<ul style="list-style-type: none"> ▪ student is participating in out of school activities ▪ Risk of harm due to inadequate supervision of students while attending out of school activities 		
6	School transport arrangements	<ul style="list-style-type: none"> ▪ Risk of student being harmed while student is travelling to/from a school activity. 	H	<ul style="list-style-type: none"> ▪ Students are supervised on buses travelling to and from school activities. ▪ The school has in place a code of behaviour for students
7	Management of challenging behaviour amongst students, including appropriate use of restraint where required	<ul style="list-style-type: none"> ▪ 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 	H	<ul style="list-style-type: none"> ▪ The school has in place a code of behaviour for students ▪ The school does not have a restraint policy. <i>(ETBI to advise)</i>
8	Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.	<ul style="list-style-type: none"> ▪ Risk of harm due to inadequate code of behaviour 	L	<ul style="list-style-type: none"> ▪ 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
9	Care of students with special educational needs, including intimate care where needed.	<ul style="list-style-type: none"> ▪ Risk of harm to students with SEN who have particular vulnerabilities ▪ Risk of harm to student while a student is receiving intimate care 	M	<ul style="list-style-type: none"> ▪ The school has a Special Educational Needs policy. ▪ The school does not have an intimate care policy/plan in respect of students who require such care. To be developed.
10	Care of students with specific vulnerabilities/ needs including:	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by another student 	M	<ul style="list-style-type: none"> ▪ The school has in place a code of behaviour for students

<ul style="list-style-type: none"> ▪ 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 	<ul style="list-style-type: none"> ▪ Risk of harm due to bullying of student 	<ul style="list-style-type: none"> ▪ The school has a Dignity Charter ▪ The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>
<p>11 Administration of Medicine</p>	<ul style="list-style-type: none"> ▪ Risk of harm 	<ul style="list-style-type: none"> ▪ The school has in place procedures for the administration of emergency medication to a small number of students – agreed with parents of individual students. ▪ Procedures where agreed are on school admin package which can be accessed by staff.
<p>12 Administration of First Aid</p>	<ul style="list-style-type: none"> ▪ Risk of harm 	<ul style="list-style-type: none"> ▪ A number of staff members are trained in First Aid
<p>13 Curricular provision in respect of SPHE, RSE</p>	<ul style="list-style-type: none"> ▪ Risk of harm 	<ul style="list-style-type: none"> ▪ The school implements in full the SPHE curriculum ▪ The school has an RSE Policy ▪ The school implements in full the Wellbeing Programme at Junior Cycle
<p>14 Use of Information and Communication Technology by students in school</p>	<ul style="list-style-type: none"> ▪ Risk of harm due to students inappropriately accessing/using computers, social media, phones 	<ul style="list-style-type: none"> ▪ 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

		and other devices while at school		in respect of usage of mobile phones by students
15	Use of Information and Communication Technology by staff	<ul style="list-style-type: none"> ▪ Risk of harm caused by member of school personnel communicating with students 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 	M	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel ▪ School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>. ▪ 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.
16	Students from the school participating in work experience elsewhere	<ul style="list-style-type: none"> ▪ Risk of student being harmed by a member of staff of another organisation or other person while student participating in work experience 	M	<ul style="list-style-type: none"> ▪ In conjunction with LCETB, the school is looking at policies, procedures and protocol in respect of students of the school undertaking work experience in external organisations.
17	Third level student teachers / students undertaking training placement in school	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a 3rd level work placement student/ student teacher. 	M	<ul style="list-style-type: none"> ▪ All 3rd level student work placement students are Garda vetted through LCETB prior to commencing their placement. ▪ The school will provide work placement students/student teachers with a copy of the school's Student Safeguarding Statement

			<ul style="list-style-type: none"> ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> will be made available to all work placement students/student teachers.
18	Use of video/photography/other media to record / at school events	<ul style="list-style-type: none"> ▪ Risk of data breach and unauthorised holding or sharing of data. 	<ul style="list-style-type: none"> ▪ Procedures under review by PR team. Central email address being made available. ▪ In compliance with Data Protection and Child Protection legislation.
19	Use of student images for PR purposes	<ul style="list-style-type: none"> ▪ Risk of data breach and unauthorised holding or sharing of data. 	<ul style="list-style-type: none"> ▪ As part of enrolment pack, information letter re Data Protection supplied and Opt-in / out option to be completed by parents/guardians to indicate preferences re student images.
20	Recruitment of school personnel including - <ul style="list-style-type: none"> ▪ Teachers ▪ SNAs ▪ Admin staff ▪ Caretaker ▪ Cleaners 	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a member of school personnel who has not been Garda Vetted 	<ul style="list-style-type: none"> ▪ LCETTB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel. ▪ All new staff are provided with a copy of the school's Student Safeguarding Statement ▪ The school encourages staff to avail of relevant training

<p>21 Use of external personnel to supplement curriculum and / or support sports and other extra-curricular activities;</p> <ul style="list-style-type: none"> ▪ Sports coaches ▪ External Tutors/Guest Speakers ▪ Volunteers/Parents in school activities 	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by volunteer or visitor to the school 	M	<ul style="list-style-type: none"> ▪ The school has in place a External 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. ▪ The school does not have in place a policy for the use of external sports coaches. Procedure that staff member has to be present. Policy/procedures to be further developed.
<p>22 After school use of school premises by other organisations</p>	<ul style="list-style-type: none"> ▪ No supervision by school personnel. Risk of student being harmed by other adults or peers. 	H	<ul style="list-style-type: none"> ▪ Booking form for use of premises has been revised in light of child protection legislation. The document outlines terms and conditions of the use of the school's Sports Hall and requires copy of insurance and copy of child safeguarding statement.
<p>23 Non-curricular related visitors / contractors present in school during school hours</p>	<ul style="list-style-type: none"> ▪ Risk of student being harmed in the school by a visitor/contractor to the school 	M	<ul style="list-style-type: none"> ▪ The school has a Health and Safety policy. ▪ All visitors must sign in at reception and wear visitors badge. ▪ Signage directs visitors to sign in at reception.
<p>24 Reporting</p>	<ul style="list-style-type: none"> ▪ Risk of harm not being recognised by school personnel ▪ Risk of harm not being reported properly and promptly by school personnel 	M	<ul style="list-style-type: none"> ▪ The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement and ▪ The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel. All school personnel are required to adhere to these

		<p>procedures and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i>.</p> <ul style="list-style-type: none"> ▪ The school encourages staff to avail of relevant training. ▪ The school complies with the agreed disciplinary procedures for teaching staff.
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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 policies and 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 14th May 2019.

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

Signed: *Pat Hayes*
 Chairperson of Board of Management

Date: 14-5-19

Date of next review: May 2020

Signed: *Sheela McNamara*
 Principal

Date: 14-5-19

