

## Appendix 1: Child Safeguarding Risk Assessment (of any potential harm)

### Written Assessment of Risk of St. Joseph's N.S., Ballymitty, Co. Wexford

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 St. Joseph's N.S., Ballymitty, Co. Wexford.

#### 1. List of school activities:

| <b>Risk identified</b>                     | <b>Risk Level</b> | <b>Potential risk of harm</b>  | <b>Procedure(s) in place to manage risk identified</b>   |
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| Opening/Closing Times and Break Times      | <b>Medium</b>     | Access to pupils by strangers or other adults.<br>Risk of harm from other pupils.<br>Flight risks for some pupils. | Supervision by Principal/Deputy Principal from 9.10am to 9.20am and 3pm to 3.10pm, as children are entering and leaving school.<br>Adequate supervision at break times.<br>Magnetic lock on main front door.<br>Code changed regularly.<br>Other doors locked from 9.20am. |
| Visitors/Visiting Tutors                   | <b>Low</b>        | Tutors behaving inappropriately.<br>Tutors lacking awareness of child safety issues.                               | Visitors must report to school office.<br>Glass panels in doors.   |
| School Tours/Outings                       | <b>Medium</b>     | Access to pupils by strangers.<br>Inappropriate activity by pupils.<br>Dangers posed by unfamiliar environment     | Adequate supervision.<br>Adequate planning and preparation by staff.<br>School Tour Policy followed.   |
| IT/Social Media – access to this at school | <b>Low</b>        | Potential for bullying.<br>Potential for grooming of pupils.   | Pupils not allowed mobile phones in school.<br>Anti-Bullying and Acceptable Use Policies followed.<br>Annual information sessions for pupils, parents and staff on social media dangers.<br>Supervision of pupils when using iPads etc.                                    |

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| Teaching and use of video/photography                    | <b>Medium</b> | Risk to safety of all school community<br>Risk of not all pupils being adequately supervised | Anti-Bullying/Bí Cinéalta & Acceptable Use Policies followed.<br>Supervision of pupils when using iPads/Chromebooks<br>School implements SPHE programme including Cyber Safety and Anti-Bullying  |
| Training of school personnel in Child Protection matters | <b>High</b>   | Harm may not be recognised or reported properly  | Child Safeguarding Statement and DES procedures made available to staff.<br>DLP and DDLP to attend PDST 'face to face' training (where sub. teacher cover is available).<br>All staff to complete TUSLA E-Learning module on 'Child Protection' and any other online training offered by PDST.<br>BOM records and notes all staff CPD/Training in the area of 'Child Protection'. |
| Use of premises by other organisations                   | <b>Low</b>    | Harm to pupils<br>Harm by individuals running the organisation                               | Board and/or Patron sanction of the club/organisation.<br>Code of Positive Behaviour in place.<br>Adults running organisation are Garda Vetted and have done Túsia e-learning module.<br>All personnel provided with Child Safeguarding Statement and are aware of who DLP/DDLP are.  |
| One to One Teaching                                      | <b>Medium</b> | Harm by school personnel   | Glass in window of classroom door(s).<br>Teacher visible at all times.  |
| One to One counselling by a professional                 | <b>Medium</b> | Harm by the professional   | Permission sought by parents for person to work on a 1:1 basis.<br>Photo ID requested.<br>Garda Vetting done by the organisation ie Túsia   |
| Care of children with SEN,                               | <b>High</b>   | Harm by school personnel   | Intimate Care Policy followed.<br>Parents must have given signed permission that they permit staff to carry out intimate care ie showering,   |

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| including intimate care needs                                      |               |   | toileting etc<br>When intimate care needs are being carried out adult must have another adult present.  |
| Care of children in An Choill Bheag/An Choill Mhór                 | <b>Medium</b> | Harm by school personnel  | Intimate Care Policy followed and parents must give signed permission that they permit staff to carry out intimate care ie showering, toileting etc.<br>Children never to be left without Teacher or SNA in ACB/ACM   |
| Flight Risk for children in An Choill Bheag/An Choill Mhór         | <b>Medium</b> | Pupils leave school grounds   | Children never to be left without Teacher or SNA in ACB/ACM, yard, toilets, Sensory Room etc.<br>Gate locked at bottom of path.   |
| Care of children in Sensory Room                                   | <b>Medium</b> | Pupils leave area or damage items   | Children never to be left without adult supervision.<br>Children to be there on a timed basis only.   |
| Use of shower and toilet areas                                     | <b>Low</b>    | Inappropriate behaviour<br>Risk of harm to child with vulnerabilities, additional needs etc | One child only allowed to use toilet at any one time.<br>Toilets located in mainstream classroom.<br>SEN pupils – when attending SET support - use toilets at bottom of corridor (located beside wheelchair toilet)<br>Intimate Care Policy followed and parents to give signed permission that they permit staff to carry out intimate care ie showering, toileting etc. |
| Curricular provision in respect of SPHE, RSE, Stay Safe programmes | <b>Medium</b> | Programmes not being taught to their class by mainstream teachers                           | School fully implements these programmes as follows:<br>1. SPHE – taught continuously throughout the academic year<br>2. Stay Safe – taught annually in April - June<br>3. RSE – taught annually in Jan - March   |
| Managing of challenging behaviour amongst pupils                   | <b>Low</b>    | Injury to pupils and/or staff members   | Health & Safety Policy followed.<br>Code of Behaviour Policy followed.<br>Red Card system in place when pupils endanger themselves and others, as per our Code of Positive Behaviour.   |

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| Sport Coaches   | <b>Medium</b> | Harm to pupils  | Sports Policy followed.<br>All coaches to be Garda Vetted.<br>Form of Agreement with the sporting organisation and the coach and Statutory Declaration and Form of Undertaking for each coach.<br>Photographic ID.  |
| Students participating in work experience   | <b>Low</b>    | Harm by student   | Child Safeguarding Statement.<br>Student never left alone with children.<br>Class teacher/SET present at all times when student is present.   |
| Recreation Breaks   | <b>Low</b>    | Harm by school personnel  | Two adults present on junior yard.<br>One adult present on senior yard.<br>Adults visible to all pupils on yard.  |
| Classroom Teaching  | <b>Low</b>    | Harm by school personnel  | Teacher visible to all pupils in the class.<br>Teacher maintains adequate physical distance from all pupils – unless otherwise necessary e.g. child is hurt/ill/distressed.   |
| Infant Club   | <b>Low</b>    | Harm by adults working in club  | Adult visible to all pupils in Infant Club.<br>Adult not to be alone with any one pupil in Infant Club.   |
| Recruitment of school personnel including – Teachers, SNAs, Secretary, Cleaner, Sports Coaches. Volunteers in school activities<br>Visitors/contractors – during school hours | <b>High</b>   | Harm not recognised or properly or promptly reported<br>Harm by school/visiting personnel | All staff/visiting personnel to be Garda Vetted.<br>Visiting personnel to supply a Form of Undertaking and Statutory Declaration.<br>Visiting personnel to supply photographic ID.<br>Visiting personnel supervised by staff member when working with children.<br>All visitors report to office. |

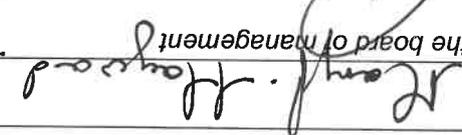
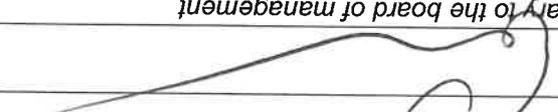
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| Visitors/contractors – after school        |               |  |   |
| Recreational movies on Netflix, NOW tv etc | <b>Low</b>    | Child disturbed emotionally by what they have seen in a movie.           | All media products should be checked for their appropriateness with regard to age and suitability. The age and sensitivity of children must be considered when choosing movies for each class. PG movies are not allowed. All movies shown to the children must have a G rating only. |
| Sports Day                                 | <b>Medium</b> | Access to pupils by strangers or other adults                            | Supervision of all pupils during Sports Day. Each teacher has one group to supervise for Sports Day.  |
| Fundraising Events                         | <b>Low</b>    | Access to pupils by strangers or other adults.<br>Inadequate supervision | Code of Positive Behaviour is followed.   |
| Student Council Fairs                      | <b>Medium</b> | Access to pupils by strangers or other adults                            | Class who organise Fair are supervised by class teacher. Children are accompanied by class teacher to the hall.   |
| Administration of First Aid                | <b>Low</b>    | Harm by school personnel   | Parents are called first if head injury occurs.<br>Only First Aid items used are an ice pack put on an injury or plasters for a cut/bleed/wound.<br>Pink sheet filled out by teacher who reported accident/injury<br>Accident/Injury Policy followed.                                 |
| Administration of Medicines                | <b>Low</b>    | Harm by school personnel   | Administration of Medicine Policy form is filled out by parents.  |

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| Application of sanctions from the Code of Positive Behaviour | <b>Low</b>    | Risk of harm not being reported promptly or properly by school personnel          | Code of Positive Behaviour in place and reviewed annually.  |
| Management of the provision of food and drink                | <b>Low</b>    | Risk of harm to pupils/staff  | Protocols in place – no hot drinks in classrooms/where there is direct contact with pupils.   |
| Nut allergy and other food intolerances                      | <b>Low</b>    | Risk of harm to pupils/individual(s) with allergy                                 | Pupils & parents in relevant classes sign documents not to bring in nuts/whatever allergy is.<br>Documents done for all staff/classrooms outlining the allergy and what to do in an emergency<br>Administration of Medication policy to be signed by parents. |
| Participation of pupils in religious ceremonies etc.         | <b>Low</b>    | Harm to pupils  | Child Safeguarding Policy and Statement.<br>Pupils always accompanied by and supervised by class teacher when in church etc.  |
| Outdoor teaching activities                                  | <b>Low</b>    | Harm to pupils and staff<br>Inadequate supervision                                | Child Safeguarding Policy in place.<br>Pupils always accompanied by and supervised by an adult  |
| School Transport including use of Bus Escorts                | <b>Medium</b> | Harm to pupils and/or staff<br>Risk of harm to pupils with SEN or vulnerabilities | Code of Positive Behaviour in place<br>Bus Policy in place – parents to sign that their child will adhere to the rules on the school bus  |

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written

Child Safeguarding Statement and Risk Assessment. In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on March 18<sup>th</sup> 2026

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|----------|--|-----------------|
| Signed:* |  | Date: 23/3/2026 |
| Signed:* |  | Date: 28/3/2026 |

Chairperson of the board of management  
 This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again in March 2027.

\* Document to be printed and signed with original signatures

## Appendix - Location of copies of the Child Protection Procedures and Children First Guidance

This may be in the form of specifying the online location for the procedures (Department of Education and Youth website [www.gov.ie/childprotection/schools](http://www.gov.ie/childprotection/schools) and/or the school website), providing a link to the Children First National Guidance 2017 [Children First National Guidance 2017](#), and stating the number and location of hard copies of these procedures available in the school.

### **The location of documents:**

Child Protection Safeguarding Statement is on the school website - <http://www.ballinmittyns.ie/page/Organisational-Policies/78886/index.html>  
It is given each year to all staff members and minuted in the staff minutes.

It is hanging in both entrances of the school.

It is emailed to the Chairperson of the Parents and Friends Group and given out and noted by parents at their next meeting.

It is emailed to the patron – Ferns Diocesan Education Advisor – Colm O’Tiarnaigh

Reference is made in the Child Safeguarding Statement to the Children First National Guidance 2017 in this CSS1.

Two copies of the updated Child Protection Procedures for Schools 2025 in Principals’ office.