

CSS 1

Child Safeguarding Statement and Risk Assessment

For: (School Name)
 At: (School Address)

This school is a: (tick appropriate)

☐ primary ☐ post-primary ✓ ☐ special school

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)* and 2025, *Child Protection Procedures for Schools 2025* and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed.* (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment set out in this document.

The board of management has adopted and will implement fully and without modification the department's *Child Protection Procedures for Schools 2025* as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

(In schools this person is the DLP)

Relevant Person can be contacted on:

(insert phone & email)

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management, or in an ETB school the Chief Executive or their delegate:

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, the school will adhere to the following principles of best practice in child protection and welfare. The school will:

- D Recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations.
- D Fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children.
- D Fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters.
- D Adopt safe practices to minimise the possibility of harm happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- D Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- D Fully respect confidentiality requirements as set out in the *Child Protection Procedures for Schools 2025* in dealing with child protection matters.
- D Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed.* (Tusla, 2024), and the *Child Protection Procedures for Schools 2025*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

- > Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service
 - ~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website

- Procedure for the Safe Recruitment and Selection of School Personnel to Work With Children
 - ~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.
 - ~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.
 - Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm
 - ~ The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:
 - ~ The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.
 - ~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.
 - ~ The school encourages board of management members to avail of any relevant training and complete child protection training.
 - ~ The board of management ensures that records of all staff and board member child protection training are maintained.
 - Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla
 - ~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.
 - Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons
 - ~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.
 - Procedure for Appointing a Relevant Person (In schools this person is the DLP)
 - ~ There is a procedure in place for appointing a relevant person.
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The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025*, the board of management 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.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association (if any), the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

Child Safeguarding Risk Assessment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1.	Arrival & departure from school	Risk of harm due to inadequate supervision Risk of harm from an unauthorised adult accessing/collecting a student Students leaving grounds without permission Risk from members of the public accessing school grounds Traffic related risks Inappropriate peer interactions/bullying before/after school Risk during return from school trips	Supervision rota in place Controlled entry/exit points; visitors required to sign in/out student sign-in/sign-out procedures Attendance monitoring and follow-up system Code of Behaviour and Anti-Bullying Policy implemented Staff training in Child Protection Procedures (2025) Clear procedures for late return from trips and handover to parents Risk assessments for transport and off-site activities
2.	Recreation breaks / yard time	Risk of bullying Inadequate supervision leading to harm Exclusion or targeting of vulnerable students	Structured supervision rota with assigned zones Anti-Bullying Policy implemented and monitored Incident reporting and follow-up procedures Staff trained to recognise and respond to safeguarding concerns Additional supports for vulnerable students where required
3.	Classroom teaching	Risk of harm not being recognized or disclosed Risk of harm not reported promptly Inappropriate peer	Risk of harm not being recognized or disclosed Risk of harm not reported promptly Inappropriate peer

		interactions	interactions
		Sensitive topics causing distress	Sensitive topics causing distress
4.	One-to-one teaching/support	Inappropriate contact or boundary breaches	Visibility measures (open doors/glass panels)
		Student vulnerability in isolated settings	Garda vetting compliance for all personnel
		Unvetted or inadequately supervised adults	Teaching Council Code of Conduct
			Records maintained of one-to-one sessions where appropriate
5.	Online teaching	Cyberbullying	Acceptable Use Policy (AUP) implemented
		Exposure to harmful/inappropriate content	Firewalls in place
		Inappropriate communication between staff and students	Digital communication protocols for staff
		Unauthorised access to online platforms	Filtering and monitoring systems in place
			SPHE/Wellbeing programmes addressing online safety
			Clear reporting procedures for online incidents
6.	Sporting activities	Inappropriate contact	The school adheres to Garda Vetting legislation.
		Unvetted external coaches	Expectations set
		Peer aggression/bullying	Safety talks – cyber safety awareness week
		Substance misuse during activities	Garda vetting for all external personnel
			Staff supervision at all times
			Code of Conduct for students and staff
			Risk assessments for all activities

			Clear behavioural expectations communicated
7.	School outings	Inadequate supervision Harm from peers, staff, or members of the public Missing student Transport-related risks	School trips policy and risk assessment procedures Appropriate staff–student ratios Roll calls and headcounts Parental consent procedures Emergency contact and communication systems First aid provision and trained staff
8.	Overnight trips	Increased vulnerability of students Inappropriate behaviour (peer or adult) Safeguarding risks in accommodation settings	Overnight trips policy Clear supervision and room allocation procedures Code of Conduct for all participants Garda vetting for all adults involved Risk assessment specific to venue and activities
9.	Toilets/changing areas	Bullying or peer abuse Inappropriate behaviour Lack of supervision in high-risk areas	Supervision arrangements appropriate to setting Anti-Bullying Policy implemented (Bí cinealta) Clear reporting procedures for incidents Staff awareness of high-risk times/locations
10.	Off-site facilities	Unvetted adults Inadequate supervision Safeguarding risks in unfamiliar environments	Use of approved providers only Garda vetting compliance Pre-activity risk assessments

			Staff supervision maintained
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	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
11.	School transport	Harm from driver/escort Inadequate supervision Bullying during transport	Vetting requirements adhered to Behaviour expectations communicated Reporting procedures for incidents Liaison with transport providers
12.	SEN/intimate care	Increased vulnerability Inappropriate contact Communication barriers	Intimate Care Policy Individual care plans and risk assessments Staff training and supervision Clear recording and reporting procedures
13.	Challenging behaviour	Risk of physical harm Inappropriate use of restraint	Behaviour policies aligned with best practice Staff training in managing behaviours of concern Incident recording and review procedures
14.	Administration of medicine	Incorrect administration Unsafe storage	Medication policy with parental consent Secure storage and clear labelling Staff guidance and record-keeping
15.	First Aid	Inappropriate contact Incorrect treatment	First Aid policy Trained personnel Recording of incidents and treatment
16.	Bullying prevention	Harm from bullying (including cyberbullying)	Anti-Bullying Policy Prevention and education programmes (SPHE/Wellbeing) Reporting and investigation

			procedures
17.	External providers	Unvetted adults Inappropriate content or behaviour	Vetting compliance Visitor protocols (sign-in/out, supervision) Clear expectations and oversight by staff
18.	ICT use	Cyberbullying Access to harmful content inappropriate use of social media; sharing of images/videos without consent; online grooming risks; cyberbullying	The school implements SPHE including online safety. Anti bullying policy, The school has an Acceptable Use Policy. Students must have management software installed on their ipads
19.	Work experience students	Inadequate safeguarding in external settings Lack of awareness of reporting procedures	Placement checks and approvals Student briefing on safeguarding Communication with employers Monitoring and follow-up
20.	Staff communication	Boundary breaches Inappropriate communication via digital platforms	Staff Code of Conduct Acceptable Use Policy Clear communication protocols Ongoing training and oversight
21.	Erasmus and International Travel	Increased student vulnerability, safeguarding concerns in accommodation settings, contact with external participants	Erasmus procedures, parental consent, staff supervision, risk assessments, code of conduct
22.	Photography, Video and Social Media	Inappropriate sharing of images, online misuse	AUP, GDPR procedures, staff guidance, parental permissions
23.	Students with Additional Vulnerabilities	Increased risk of bullying, exclusion, failure to identify concerns	Student Support Team, SEN Policy, Anti-Bullying Procedures, Child Protection Procedures

24.	Shared campus arrangements with Scoil Choilm National School and Luttrellstown Community Centre.	Risk of unauthorised access to the school by members of the public attending the Community Centre during school hours. Risk of inappropriate contact between students and members of the public in a shared campus environment.	Electronically controlled access systems (mag locks) are in place throughout the campus. Access points between Luttrellstown Community College and Luttrellstown Community Centre are secured and inaccessible to the public during the school day. Visitor management procedures are in place. Staff maintain supervision of students throughout the school day. The operation of access control systems is monitored and periodically checked by the school's caretaking team.
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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 15 Jun 2026 (most recent review date).

Signed: * [Signature]

Chairperson of the board of management

Date: 15 Jun 2026

Signed: * [Signature: Siobhán Moran]

Principal/Secretary to the board of management

Date: 15/06/26

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on June '27 (expected review date).

* Document to be printed and signed with original signatures