# Child Protection Safeguarding Statement

# Gaelcholáiste Cheatharlach

# September 2026

kcetb
Bord Oideachais agus Oiliúna
Chill Chainnigh agus Cheatharlach
*Kilkenny and Carlow*
*Education and Training Board*

# Child Protection Safeguarding Booklet

The board of management should refer to Chapter 9 of the procedures when developing and reviewing the school's Child Safeguarding Statement and Risk Assessment.

The templates in this booklet are provided to support schools in keeping children safe by ensuring that essential steps are taken and necessary information is recorded.

The templates are available to download from www.gov.ie/childprotectionschools. Please check this website regularly to ensure that you are using the most up to date versions available.

## Templates

The following templates must be used

CSS 1 Child Safeguarding Statement and Risk Assessment

CSS 2 Review of the Child Safeguarding Statement and Risk Assessment

CSS 3 Notification Regarding the board of management's Review of the Child Safeguarding Statement and Risk Assessment

Schools must provide a student-friendly version of the child safeguarding statement so that children know what to do or who to speak to if they have a concern. Please refer to chapter 9 for details of what needs to be included. The templates below can be used and edited to suit the school context.

CSS 4(a) Student-Friendly Child Safeguarding Statement – Primary

CSS 4(b) Student-Friendly Child Safeguarding Statement – Post-Primary

## Additional Supports

The supports listed below are designed to assist schools in the essential actions of developing a Child Safeguarding Statement and Risk Assessment, conducting their annual review, and retaining details of training. The material within these supports can be used and/or edited as required to suit the individual needs of the school.

CSS 5 Student Review of the Child Safeguarding Statement and Risk Assessment

CSS 6 Staff Review of the Child Safeguarding Statement and Risk Assessment

CSS 7 Parent/Carer Review of the Child Safeguarding Statement and Risk Assessment

CSS 8 Record of Child Protection Training

# Adopting the School's Child Safeguarding Statement and Risk Assessment

When adopting the Child Safeguarding Statement and Risk Assessment, the board of management may use this list as a support in ensuring that all the necessary steps have been taken.

- Our school has used the templates provided on www.gov.ie/childprotectionschools to develop its Child Safeguarding Statement and Risk Assessment and its student friendly version. These are now displayed in a prominent position near the main entrance of the school.
- Our school has consulted with school personnel, parents/carers and our children and young people when reviewing our Child Safeguarding Statement and Risk Assessment and its student friendly version. We have retained a record of these consultations.
- Our school has informed the patron, school personnel, our parents' association, and our parents/carers that the review has been undertaken using the notification template provided by the department.
- Our school has published the Child Safeguarding Statement and Risk Assessment and notification of its review on our website or will be made available on request by the school.

# CSS 1
# Child Safeguarding Statement and Risk Assessment

For: *Gaelcholáiste Cheatharlach*

At: *Askea, Carlow R93 HY89*

This school is a:

Post primary

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):

Orlagh Ní Fhaoláin

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

Caoimhe Uí Fhearaíl

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

Name of Relevant Person

Orlagh Ní Fhaoláin

*(In schools this person is the DLP)*

Relevant Person can be contacted on:

Orlagh.nifhaolain@gcc-cw.ie

0599132130

*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:

Deaglán Ó Laochra

*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:

- 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 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.
- Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- Fully respect confidentiality requirements as set out in the *Child Protection Procedures for Schools 2025* in dealing with child protection matters.
- 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.



- 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.** | Daily arrival and dismissal of pupils | Harm from older pupils, unknown adults on school site | Parents are requested to drop students at the gate and not to enter school grounds for morning drop-off<br>Students are signed in/out by parents who arrive late to school or leave early.<br>All visitors must present themselves to Reception where they sign in.<br>Following evening study supervisors wait to ensure safe exit of students. Staff on supervision in designated areas. |
| **2.** | Recreation breaks for pupils | Risk of harm due to bullying and inadequate supervision of students in school. | Rota of staff & Senior Management on supervision in designated areas each break and lunchtime. CCTV in operation throughout the buildings.<br>Timetabled activities available. |
| **3.** | Classroom teaching | Risk of harm due to verbal/physical abuse. | All staff fully support and promote the school's Ethos.<br>All staff are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment.<br>There is an expectation that teachers are punctual to class and present for their supervision and substitution cover.<br>Supervision and substitution roster is regularly monitored and checked by the Principal and Deputy Principals in an effort to minimise risks to students.<br>The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) are made available to all school personnel.<br>School personnel are required to adhere to the Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) and all registered teaching staff are required to adhere to 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 (revised 2023). |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| | | | The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024.<br>All staff have participated in in-service training on Child Protection. Verification of CPD including online training is maintained.<br>Members of the Board of Management are encouraged to avail of relevant training.<br>A record of all staff and BOM training is maintained.<br>There is a formal Induction Programme for all staff, which includes training on Child Protection.<br>A comprehensive Staff Handbook is provided to staff annually.<br>All employees are Garda vetted. |
| **4.** | One-to-one teaching<br>One-to-one learning support<br>One-to-one counselling | Risk of harm due to inappropriate relationship/communications between student and an adult. | Window in classroom doors where one-to-one teaching occurs (if no window, the teacher/SNA leaves the door open).<br>One-to-one teaching is only used in specific cases where deemed necessary.<br>There is an agreed and accepted culture of respect.<br>All teachers and staff are Garda vetted. |
| **5.** | Outdoor teaching activities | Presence of visitors on the premises. Risk of harm due to inadequate supervision of students in outdoor teaching activities. | All personnel working with students are Garda vetted.<br>All visitors must present themselves to Reception where they sign in and out.<br>Changing rooms are monitored by teaching staff.<br>Students are always supervised by staff. |
| **6.** | Sporting activities | Presence of visitors on the grounds for sporting activities. Risk of harm due to inadequate supervision of students involved in sporting activities. | All coaches are Garda vetted.<br>All visitors must present themselves to Reception where they sign in and out.<br>Students are adequately and appropriately supervised.<br>Changing rooms are monitored by staff. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| **7.** | School outings<br>School trips involving overnight stay. School trips involving foreign travel | Risk of harm due to inadequate supervision. | Each outing (including itinerary and details of teacher supervision) agreed with Senior Management in advance of sanction by KCETB when required.<br>Appropriate Student/Teacher ratio maintained.<br>KCETB School Tours &Trips are adhered to.<br>For all foreign trips a meeting is held with parents and students in advance of trip where details/itinerary clearly explained to all stakeholders by Co-ordinator(s).<br>Mobile Phone Policy and Acceptable Usage Policy in place. |
| **8.** | Use of toilet/changing/shower areas in schools | Inappropriate behaviour | Supervision in place to address concerns.<br>Separate junior and senior toilets available in the school.<br>Students wear PE uniform on the day they are timetabled for PE – therefore they are not required to change. |
| **9.** | Annual Sports Day | Inappropriate behaviour | Supervision in place to address concerns.<br>Separate junior and senior toilets available in the school.<br>Students wear PE uniform on the day they are timetabled for PE – therefore they are not required to change. |
| **10.** | Fundraising events involving pupils | Risk of student being harmed by a volunteer, visitor or another student or adult. | All fundraising activities sanctioned/agreed by the Principal in advance.<br>Parents advised in advance and appropriate measures agreed with Senior Management.<br>Appropriate and adequate supervision in place to ensure safety.<br>Mobile Phone Policy and Acceptable Usage Policy in place. |

*Additional pages may be added to the Risk Assessment as required.*



*Additional pages may be added to the Risk Assessment as required.*

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| **11.** | Use of off-site facilities for school activities including TY students attending community activities | Risk of student being harmed by a member of school personnel, a member of staff of another organisation including other persons the student may come in contact with while a student is participating in off- site facilities. | Each trip (including itinerary and details of teacher supervision) agreed with Senior Management.<br>All off-site facilities used are checked and approved by organising staff/co ordinators in advance, where possible.<br>Mobile Phone Policy and Acceptable Usage Policy in place. |
| **12.** | School transport arrangements including use of bus escorts | Risk of student being harmed by a member of school personnel, a member of staff of another organisation including other persons the student may come in contact with while a student is participating in off- site facilities. | All personal are garda vetted. |
| **13.** | Care of children with special educational needs, including intimate care where needed | Harm by school personnel | Draft intimate care policy in place to address concerns<br>SNAs look after intimate care needs of designated students.<br>SNAs are fully qualified and have completed Child Protection training.<br>SNAs and all staff are Garda vetted. |
| **14.** | Care of any vulnerable adult students, including intimate care where needed | Harm by school personnel | Draft intimate care policy in place to address concerns<br>SNAs look after intimate care needs of designated students.<br>SNAs are fully qualified and have completed Child Protection training.<br>SNAs and all staff are Garda vetted. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| **15.** | Management of challenging behaviour amongst pupils, including appropriate use of restraint where required | Injury to pupils and staff | Health and Safety Policy in place.<br>Code of Behaviour in place.<br>The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024. |
| **16.** | Management of canteen staff | Harm to pupils | Qualified canteen staff are present at breakfast club. All staff are Garda vetted and have completed Child Protection Training. Rota of teachers/Senior Management on supervision. Students aware of where to find staff. All visitors must present themselves to Reception where they sign in and out. |
| **17.** | Administration of Medicine<br>Administration of First Aid | Harm to pupils | Administration of Medicine policy (KCETB).<br>Teacher/SNAs received training/instruction if children have specific medical conditions, e.g. diabetics, nut allergies.<br>Lists of students who may require administration of medicine circulated to staff.<br>Students epic pens required regularly to ensure in date.<br>First Aid training provided to key staff. List of first aiders circulated to staff.<br>First Aid supplies checked on a regular basis and updated as required. |
| **18.** | Curricular provision in respect of SPHE, RSE, Well Being/Caring Aspects | Non-teaching of same | School implements SPHE Curriculum including RSE in full.<br>Training/support is provided for staff on a regular basis for areas of the SPHE Programme.<br>Relevant staff attend training when available/as appropriate.<br>The correct allocation of SPEH at Junior and Senior Cycle is timetabled. |
| **19.** | Prevention and dealing with bullying amongst pupils | Risk of harm due to bullying of a student. | The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024.<br>Principal, Deputy Principals, Year Heads, Class Tutors, Guidance Counsellors and Staff monitor student participation and progress. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| | | | Student leadership teams such as Ethos Leads, Cara Mentors and Student Council assist in supporting student participation and progress.<br>Student Support Team Meetings take place weekly.<br>Principal provides a school's Bí Cineálta Anti-Bullying Report to BOM at each meeting. |
| **20.** | Training of school personnel in child protection matters | Harm not recognised or reported promptly | Child Safeguarding Statement & DEY procedures made available to all staff.<br>All staff personnel made aware of the DLP & DDLP.<br>Child Protection procedures will be available on school Teams and all staff members will have access to a hard copy.<br>DLP & DDLP have attended face-to-face training<br>All Staff have undertaken OIDE training module & completed Tusla E-Learning course.<br>Board Members have completed Child Protection training.<br>BOM maintains records of staff and board training.<br>Child Safeguarding Statement & Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) made available to all staff.<br>The school has in place a Critical Incident Management Plan.<br>Child Protection Oversight Report provided at each BOM meeting. |
| **21.** | The use of swimming pools and changing room facilities | Risk of student being harmed by an external person and not being reported properly and promptly. | The teacher of the class/co-ordinator attends all talks, workshops etc. with all external personnel and remains present throughout.<br>Any person employed to supplement the curriculum is Garda vetted.<br>All visitors/visiting speakers must be approved by the Principal in advance.<br>All visitors must present themselves to Reception where they sign in and out. |
| **22.** | Use of external personnel to supplement curriculum | Risk of student being harmed by an external person and not being reported properly and promptly. | A teacher is present with the group at all times.<br>All visitors/visiting speakers must be approved by the Principal in advance.<br>All visitors must present themselves to Reception where they sign in and out. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| **23.** | Care of pupils with specific vulnerabilities/ needs such as:<br>Pupils from ethnic minorities/migrants<br>Members of the Traveller community<br>Lesbian, gay, bisexual or transgender (LGBT) children<br>Pupils perceived to be LGBT<br>Pupils of minority religious faiths<br>Children in care<br>Children on Tusla's Child Protection Notification System (CPNS)<br>Children with medical needs | Inappropriate behaviour and bullying.<br>Risk of harm not being recognised by school personnel and not being reported properly and promptly to Túsla. | The school fully supports and promotes inclusion.<br>A number of specific supports are in place for 'at risk' students – Breakfast Club, Lunch Club, assistance with uniform, resources, equipment etc.<br>The school's Code of Behaviour is available to all.<br>The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024.<br>Principal, Deputy Principal, Year Heads, Class Tutors, Guidance Counsellors and Staff monitor student participation and progress.<br>There is a Supervision Rota in place.<br>The school has a Student Support Team, which meets weekly.<br>HSCL links with parents and members of the school community.<br>SCP plays a role role in supporting inclusion.<br>Relevant staff informed of individual cases and Túsla informed of any incidents.<br>Attend any Case Conferences/Meitheal meetings for relevant student.<br>Complete any documentation required by Túsla/Support Services (CAMHS/JLO/EWS/NEPS).<br>Child Protection Oversight Report provided at each BOM meeting. |
| **25.** | Recruitment of school personnel including:<br>Teachers/SNAs<br>Caretaker/Secretary/Cleaners<br>External Tutors/Guest Speakers<br>Volunteers/Parents in school activities<br>Visitors/contractors present in school during school hours<br>Visitors/contractors present during after school activities | Risk of student being harmed in the school by a member of staff. | All teaching and ancillary staff, student teachers, SNAs are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment.<br>The school adheres to requirements of the Garda vetting legislation and relevant DEY circulars in relation to recruitment and Garda vetting.<br>All teaching staff are registered with the Teaching Council and adhere to the Teaching Council Code of Professional Conduct.<br>All staff have completed Child Protection Training.<br>Ensure all parents involved in school activities are Garda vetted. Ensure all volunteers/parents are fully aware of relevant school policies (Code of Behaviour; Bí Cineálta Policy,Child Protection Procedures for Primary and Post Primary Schools (revised 2023).<br>All visitors must present themselves to Reception where they sign in and out.. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| | | | The school has a Health and Safety Policy.<br>All contractors must present their Health and Safety Policy in advance of commencing work in the school. |
| **26.** | Use of Information and Communication Technology by pupils in school, including social media | Risk of harm caused by use of ICT in an inappropriate manner via social media, texting, digital device or other manner. | Acceptable Use Policy & Mobile Phone Policy in place for the use mobile phones and devices.<br>Workshops on Internet Safety conducted annually.<br>Students do not have access to mobile phones during the school day.<br>Internet Safety training included in Induction Programme and in SPHE.<br>The school's Code of Behaviour is in place.<br>The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024.<br>The school has an AUP policy and is reviewed annually. |
| **27.** | Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc. | Parents are not aware of impending detention and removal of a mobile phone. | Students do not have access to mobile phones during the school day. Parents are informed if phones are confiscated and phones can only be returned to parents.<br>Parents are informed if a student is placed on detention. |
| **28.** | Students from the school participating in work experience elsewhere | Risk of student being harmed in the workplace by a member of the company providing work experience. | Parents and students source their own Work Experience.<br>Work experience is monitored by Programme Co-ordinator, Year Head, Teaching Staff.<br>Students complete a Work Experience diary and this is monitored by Programme Co- Ordinator and Year Head.<br>Parents are advised on procedures and take responsibility for their child's work placement. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| **29.** | Student teachers undertaking training placement in school | Risk of student being harmed in the school by a student teacher. | The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024. Student teachers are Garda Vetted. Student teachers attend an induction programme facilitated by Principal and Deputy Principals. Deputy Principal liaise regularly with student teachers. The school participates in the Droichead programme, which provides ongoing support to student teachers. |
| **30.** | Use of video/photography/other media to record school events | Risk of harm caused by personnel circulating digital videos and photography via social media, texting, digital or other manner. | The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024. Internet Safety training completed by all students. An Acceptable Use Policy is in place. Our enrolment form provides an option for parents to give/withdraw permission for their child's image to be used for school/educational purposes. All media recordings are for school purposes only and destroyed within a specified timeframe. A Data Protection Policy is in place. |
| **31.** | After school use of school premises by other organisations | Risk of student being harmed in the school by a member of an outside organisation.<br>The risk of harm not being reported properly and promptly. | All outside agencies who use school premises do so on their own insurance and must present a letter of indemnity and their own Child Protection Risk Assessment. |
| **32.** | Use of school premises by other organisation during school day | Risk of student being harmed in the school by a member of an outside organisation. | In the case of the State Examinations, all personnel employed are teachers who are Garda vetted and operate under the auspices of the State Examinations Commission. In the case of vaccinations, all personnel work under the auspices of the HSE and are made aware of relevant school policies. If in exceptional circumstances that the premises is used by other organisations during the school day, a risk assessment would be completed. |

| | List of School Activities | Risks Identified Against Each School Activity | Procedures/Measures in place to Mitigate Risk |
|---|---|---|---|
| | | The risk of harm not being reported properly and promptly. | |
| **33.** | Homework club/evening study | Risk of student being harmed by another student. | Teachers/Supervisors present in supervisory role.<br>The school's Bí Cineálta Policy adheres to the requirements outlined in the Department of Education Bí Cineálta: Procedures to Prevent and Address Bullying Behaviour for Primary and Post-Primary Schools 2024.<br>All staff are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment. The Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) are made available to all school personnel.<br>Induction<br>Programme for all teachers and a handbook with guidelines and policies given to all teachers.<br>All employees are Garda vetted. |

## Examples of Activities, Risks and Procedures

The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive, and that the inclusion of an example of a policy or procedure on these lists does not make it mandatory. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as "any potential for harm".

Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to:

- Identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities.
- Identify and assess the adequacy of the various procedures already in place to manage those risks of harm.
- Identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

## Online Safety

*The Addendum to Children First: National Guidance for the Protection and Welfare of Children 2017* published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement and Risk Assessment. The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

Risk in the context of this Child Safeguarding Statement and 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 the Children First Act 2015: "harm" means, in relation to a child— (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or (b) sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.



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 22/09/26 *(most recent review date)*.

Signed:* Deaglán Ó Laochra Date: 22/09/26

*Chairperson of the board of management*

Signed:* Orlagh Ní Fhaoláin Date: 22/09/26

*Principal/Secretary to the board of management*

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on Sept-27

* Document to be printed and signed with original signatures

# CSS 2
# Review of the Child Safeguarding Statement and Risk Assessment

The *Child Protection Procedures for Schools 2025* require that the board of management must undertake a review of its Child Safeguarding Statement and Risk Assessment. The following template must be used for this purpose. The review must be completed every calendar year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers. Undertaking an annual review will ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement and Risk Assessment every two years.

As part of the overall review process, boards of management should also assess relevant school policies, procedures, practices and activities and their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015 and *Children First National Guidance 2017*, *the Addendum to Children First (2019)* and *2025*, *Children First National Guidance 2017, the Addendum to Children First (2019)* and *(2025), and the Child Protection Procedures for Schools 2025.*

**Designated Liaison Person** Name:

Orlagh Ní Fhaoláin

Date Appointed: 28/02/2022

**Relevant Person**

Name: Orlagh Ní Fhaoláin O

Contact details: 0599132130
Date Appointed: 28/02/22

**Deputy Designated Liaison Person**

Name: Caoime Uí Fhearaíl

Date Appointed: 1/08/25

Contact details for Tusla Contact

Name:

Tusla Carlow

Address:

Strawhall, Carlow, R93X9C2

Contact Number:

0599129500

Contact details for An Garda Síochána Contact

Name:

Garda Station Carlow

Address:

Athy Rd, Carlow, R93W983

Contact Number:

0599136620

Checklist for review of the Child Safeguarding Statement

1. When did the board first formally adopt a Child Safeguarding Statement and Risk Assessment in accordance with the *Child Protection Procedures for Schools 2025*? For most schools this will be March 2018, as outlined in Section 9.9 of the procedures. Date first Child Safeguarding Statement and Risk Assessment adopted by the school:

September 2026

2(a) Where is the Child Safeguarding Statement and Risk Assessment displayed in the school? For example, in a prominent place near the main entrance to the school.

At the first entrance in the display cabinet.
School Website

(b) Is there a student-friendly version, with a photograph of the Designated Liaison Person, displayed beside the Child Safeguarding Statement and Risk Assessment?

Yes

(c) Other than displaying in a prominent place near the main entrance to the school, how have students been made aware of the student-friendly version?

Displayed at all student entrances

On school website

School journal

Other: *(please state)*

Discussed with tutor in the Follaine class at the beginning of the school year.

3. Has the board used the most recent *Child Safeguarding Statement and Risk Assessment Template* and formally adopted, without modification, the *Child Protection Procedures for Schools 2025*?

   Yes

   What is the date of the previous review of the Child Safeguarding Statement and Risk Assessment?

Date: 18th of September 2025

4. Has the Board included a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the *Addendum to Children First (2019)*?

   Yes

5. Is there a written protocol in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons in line with Appendix C of the *Child Protection Procedures for Schools 2025*?

   Yes

6. Has the Board reviewed and updated the written assessment of risk as part of this overall review (for example, to include shower facilities, changing rooms, swimming, online engagements to facilitate learning). Boards should refer to the Child Safeguarding Statement and Risk Assessment Template for examples.

   Yes

Date of this review:

7. How has the Board ensured that the Child Safeguarding Statement and Risk Assessment is provided to the patron, the the parents' association and all parents of children in the school? Give dates of emails/letters/texts/links provided.

Yes, each of the stakeholders is informed by using the relevant template.
The CSS and RA are placed on the website.
Parents are informed through Tyro that is has been ratified by the board of management and is available on the website.
A copy is emailed to all staff.
A copy is emailed to the patron.

8. How has the Board sought the feedback of parents, students and school personnel (teaching and non-teaching) on the Child Safeguarding Statement and Risk Assessment? Has the school engaged with each of the above through, for example, a meeting or survey. The support documents CSS 5, CSS 6 and CSS 7 can be used to support this engagement. Details of how feedback was sought should be outlined below.
9. (a) Parents

| |
|---|
| Surveys sent to parents in September 2026 |

(b) Students

| |
|---|
| Surveys sent to students in September 2026 |

(c) School Personnel

| |
|---|
| Surveys sent to school personnel in September 2026 |

9. Outline any aspects of the school's Child Safeguarding Statement and Risk Assessment and/or its implementation that require further improvement, including any complaints or suggestions for improvements, which the Board has identified:

| |
|---|
| None |

10. Outline details of how areas for improvement have been adequately addressed including whether an action plan with appropriate timelines has been put in place:

| |
|---|
| None |

11. Has the template for *Notification regarding the board of management's review of the Child Safeguarding Statement and Risk Assessment* been used to inform the school community and relevant parties that they have fulfilled their statutory obligation to annually review the school's Child Safeguarding Statement and Risk Assessment?

    Yes

Training

12. Give details of when the DLP and DDLP most recently attended child protection training for DLP/DDLPs:

Orlagh Ní Fhaoláin DLP:Date: 7/10/2025

Caoimhe Uí Fhearaíl DDLP:Date: 7/10/2025

13. Give details of child protection training attended by any members of the Board and dates attended:

| |
|---|
| Board member attended Child Protection training online provided by ETBI on the 16th April 2026 |

14. How has the Board ensured that all school personnel (including new school personnel, temporary staff and substitutes) have been made aware of their responsibilities under the *Child Protection Procedures for Schools 2025* and the Children First Act 2015? For example, completing e-learning or other training, use of department's supports for school personnel when reviewing the Child Safeguarding Statement and Risk Assessment, induction/mentoring system for new personnel, or other measures. How are records of the training completed maintained by the school?

| |
|---|
| Lá oide - Role was taken on the day |
| All staff complete the e-learning training. Principals retains a copy of all e-learning certificates |

Child Protection Oversight Report (CPOR)

15. Has the Board received a Principal's Child Protection Oversight Report (CPOR) at every ordinary meeting of the Board held since the last review of the Child Safeguarding Statement was undertaken which contains all the information required under each of the four headings set out in Section 12.3 of the *Child Protection Procedures for Schools 2025*?

Yes

16. Since the Board's last review of the Child Safeguarding Statement, if there have been cases presented for oversight as part of the CPOR, has the Board been provided with and reviewed all records relevant to the CPOR?

    Yes

17. Have these cases been anonymised and redacted as necessary?

    Yes



18. Since the Board's last review Child Safeguarding Statement, if there have been cases presented for oversight as part of the CPOR, do the minutes of the board meeting: (a) specify the anonymised documents provided to the board as part of the CPOR

Yes

(b) use unique codes to record child protection matters?

Yes

19. The board has undertaken the review of the Child Safeguarding Statement and Risk Assessment and has issued/published notification confirming same.

Yes

Reporting

20. Where are all records relating to child protection filed and stored in a secure manner? For example, stored securely in the principal's office in such as manner as only the DLP and DDLP and the chairperson when acting as DLP will have access to these records.

| |
|---|
| Stored securely in the principal's office. The cabinet is locked and is only accessible by key |
| Files are stored securely in the principal's office in such as manner as only the DLP and DDLP have access to them. |
| |

21. How does the Board ensure that child protection procedures in relation to reporting to Tusla/An Garda Síochána are followed in full? The Board should indicate that the DLP follows the procedures outlined in the *Child Protection Procedures for Schools 2025* for reporting of all child protection concerns.

| |
|---|
| The DLP follows the procedures outlined in the Child Protection Procedures for Schools 2025 for reporting of all child protection concerns. |
| CPOR is reported at every board meeting |
| |

Curriculum

22. The Board should outline the steps it has taken to ensure that the SPHE, RSE, and Wellbeing curriculum is appropriately planned for and delivered to the children and young people in the school.

| |
|---|
| A report is presented to the board annually outlining the SPHE, RSE and Wellbeing provision for the school. |
| The Wellbeing Programme for Junior Cycle is being implemented |
| RSE and SPHE are being appropriately delivered. |

The date of the most recent policy review or curricular implementation is noted.



For primary schools, it should confirm that:

- Aspects of all three strands (SPHE, RSE, Wellbeing) are covered each year.
- The Stay Safe programme is taught in its entirety in one year – at least once during infants, 1st/2nd class, 3rd/4th class, and 5th/6th class. Schools will be informed if, in the future, the Department approves an alternative or replacement to the Stay Safe Programme.
- The school plan outlines provision for RSE across each of the different class levels/stages.
- The date of the most recent policy review or curricular implementation is noted.

For post-primary schools, it should confirm that:

- The Wellbeing Programme for Junior Cycle is being implemented.
- RSE and SPHE are being appropriately delivered.
- The date of the most recent policy review or curricular implementation is noted.

Vetting and Recruitment

The board should be satisfied that procedures to ensure that all statutory requirements in relation to vetting, statutory declarations and forms of undertaking are met. The board should refer to the school's recruitment procedures about how references of all school personnel are checked and how vetting outcomes are managed before appointment or work in the school is undertaken. Schools under the aegis of Education and Training Boards (ETB) should outline how they adhere to ETB recruitment processes.

If joint agreements are used for the visiting coaches or for school placement students, this should be included. If the school is part of teacher sharing arrangements (see section 10.2 of the procedures), the vetting oversight actions taken should be included.

23. The Board should indicate how it is satisfied that:

(a) the statutory requirements for Garda Vetting are met.

KCETB vet all staff. The principal of the school is provided with the vetting documents. These documents are kept in a secure place. References are sought for all potential employees. These are recorded on KCETB documentation and are retained by KCETB

(b) the department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking are met.

All school personnel sign a KCETB Statutory Declaration upon starting employment.

(c) thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers).

All vetting is completed on all staff by KCETB

## Statement by the Board

The Board should make an overall statement as to its satisfaction that the Child Safeguarding Statement and Risk Assessment and child protection procedures are being fully and adequately implemented by the school.

The board is satisfied that all the Child Safeguarding Statement and Risk Assessment and child protection procedures are being fully and adequately implemented by the school. The board reviews all procedures regularly

Signed:* Deaglán O Laochra

*Chairperson of the board of management*

Date: 22/09/2026

* Document to be printed and signed with original signatures

# CSS 3
# Notification Regarding the Board of Management's Review of the Child Safeguarding Statement and Risk Assessment

This template must be used by the board of management to inform the school community and relevant parties that they have fulfilled their statutory obligation to annually review the school's Child Safeguarding Statement and Risk Assessment.

To: Chief Executive, Kilkenny Carlow ETB

The board of management of **Gaelcholáiste Cheatharlach** wishes to inform you that:

(a) The board of management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of *(date)*. 22/09/2026

(b) This review was conducted in accordance with the board of management's review of the Child Safeguarding Statement and Risk Assessment published on www.gov.ie/childprotectionschools.

Signed:* Deagláin O Laochra Date: 22/09/2026

*Chairperson, board of management*

Signed:* Orlagh Ní Fhaoláin Date: 22/09/2026

*Principal/Secretary to the board of management*