Scoil Cnoc Ainbhil
Bóthar Cill Mochuda Íochtarach,
Stigh Lorcain, An Charraig Dhubh,
Co. Átha Cliath, A94 E2N7
Fón: 01 283 1148

Mount Anville Primary School
Lower Kilmacud Road,
Stillorgan, Blackrock,
Co. Dublin, A94 E2N7
Tel: 01 283 1148

Email: secretary@mountanvilleprimaryschool.com | Principal: principal@mountanvilleprimaryschool.com

# Child Safeguarding Statement and Risk Assessment

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| For: | Mount Anville Primary School |
| At: | Lower Kilmacud Road, Stillorgan, Co Dublin |

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):

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| Sinéad Sharkey |

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

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| Ruth Horan |

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

Name of Relevant Person

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| Sinéad Sharkey |

*(In schools this person is the DLP)*

Relevant Person can be contacted on:

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| *01 2831148 / 083 8859890* | *principal@mountanvilleprimaryschool.com* |

*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:

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| Michele Griffin |

*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 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.

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 |
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| 1 | Training of School Personnel in child protection matters | Risk of Harm to pupils if harm is not recognised or reported promptly by personnel | • The school has provided each member of school staff with a copy of the school's Child Safeguarding and Risk Assessement<br>• The school has provided all with a copy of the school's Child Safeguarding and Risk Assessement<br>• The Child Protection Procedures for Primary and Post-Primary Schools 2025 are made available to all school personnel<br>• DLP and DDLP attend relevant training<br>• All staff to complete Tusla e-learning module and any other online training provided by Oide<br>• The Board of Management maintains records of all staff and board member training. |
| 2 | Recruitment of school personnel including -<br>• Teachers<br>• SNAs<br>• Caretaker/Secretary/ Cleaners<br>• Sports coaches<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 Harm to pupils if harm is not recognised or reported promptly by personnel | • The school adheres to the requirements of the Garda vetting legislation and to the relevant Department of Education and Youth circulars in respect of recruitment<br>• Child Safeguarding and DEY procedures are available to all staff |
| 3. | School Access | Harm to Pupils | • All visiting contractors are alerted to the Child Safeguarding and Risk Assessment which is on display in the school<br>• All visitors must report to the secretary's office and sign in and out.<br>• All visitors are given an identity visitor's badge.<br>• Camera system installed at both rear and front doors<br>• Security APP on secretary and school mobile phone to allow access to monitor while not in office.<br>• Extra Safety guards placed in doorways where pupils are known to be flight risks |

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| 4 | Use of external personnel to supplement curriculum, sports and other extracurricular activities | Risk of harm not recognised or properly reported | • Vetting in line with National Vetting requirements<br>• Child Safeguarding and Risk Assessement Statement are made available<br>• External personnel sign and agree to observe all relevant school policies and procedures in their Contract of Services.<br>• Code of Behaviour |
| 5 | Daily arrival and dismissal of pupils | Risk of harm from others<br>Risk of harm if pupils not released into the care of a specified person | • Parents reminded regularly that the Board of Management does not accept responsibility for pupils before 8.50am and after 2.30pm<br>• School Staff on hand at 8.50 am to welcome pupils at the internal school gate and ensure they get safely to their classrooms.<br>• Parents are encouraged to leave pupils at the school gate in the morning.<br>• Parents allowed on school premises 5 mins before dismissal (gate to yard opened at 1.25pm and 2.25pm)<br>• Class Teachers ensure that all their pupils are collected by a designated adult.<br>• Parents / Minders dropping pupils to school late or collecting pupils early from school must be admitted through the main door. All pupils leaving early or arriving late are signed in/out. Parents are encouraged to notify school on Aladdin of the same.<br>• Parents to keep the school updated on changes to the collection arrangements for their child. |
| 6 | Recreation breaks<br>Sensory breaks<br>Movement Breaks | Risk of Harm due to inadequate supervision of children in school<br>Risk of Harm by another child<br>Risk of Harm due to bullying | • Yard duty procedures and supervision rotas in place and reviewed frequently.<br>• Health and Safety Audit conducted annually and Safety Statement in place<br>• Bí Cineálta Policy<br>• Code of Behaviour<br>• Stay Safe programme taught<br>• Supervision by teaching staff and SNAs as appropriate<br>• Kind Hands, Kind Feet, Kind Words, Kind Eyes taught for yard time |
| 7 | Pupils going from classroom to SET rooms | Risk of Harm to pupils | • SET teacher to accompany children to and from their rooms (Jun Inf -1st Class).<br>• SNA / SET to accompany any vulnerable / flight risk pupil.<br>• Groups from 2nd - 6th may walk down unaccompanied in pairs. |
| 8 | Classroom teaching | Risk of Harm from school personnel and others/ inadequate supervision | • Code of Behaviour policy<br>• Bí Cineálta Policy<br>• Code of Professional Conduct in place<br>• Supervision procedures<br>• SPHE, RSE and Stay safe programme implemented in full. |
| 9 | One-to-one teaching /<br>Meetings with individual pupils | Harm by school personnel | • Glass panels in doors and /or door remains ajar<br>• Teaching takes place in an open area (Croí na Scoile) in view of others |

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| | | | • Sensory room door ajar<br>• Pupils on messages to secretary go in pairs |
| 10 | Children using the library | Harm by school personnel / volunteer | • Children attend library in groups / whole class accompanied by teacher/SNA or at least two parents who are garda vetted |
| 11 | Outdoor teaching activities<br>Sporting activities, including offsite sporting activities<br>School outings | Harm to pupils | • Code of Behaviour<br>• Bí Cineálta<br>• Supervision procedures<br>• School gates locked during onsite activities<br>• Garda vetting procedures followed<br>• First Aid Policy<br>• Administration of Medicine Policy<br>• Heightened vigilinace and appropriate supervision regarding off site facilities<br>• School Tour Policy<br>• Volunteer Code of Confidentiality |
| 12 | Use of communal toilet/changing/ areas outside of classroom | Harm to pupils | • Children use such facilities in pairs, where possible and the outside door to toilet area is always left open. Pupils encouraged to report inappropriate behaviour as per Bí Cinealta Policy. Tell 5.<br>• Teaching of the Stay Safe / RSE programmes |
| 13 | Parent-led / parent-organised extra curricular school activities | Harm to pupils<br>Harm not recognised or properly reported | • Code for External Personnel<br>• Vetting in line with national vetting procedures<br>• Child Safeguarding Statement<br>• Code of Behaviour<br>• Bí Cineálta Policy<br>• Volunteer Code of Confidentiality |
| 14 | Care of children with special educational needs, including intimate care where needed | Harm to pupil<br>Bullying | • Intimate care policy<br>• Support / Care plans in place<br>• SEN policy in place<br>• Teaching of Stay Safe / RSE |
| 15 | Management of challenging behaviour amongst pupils, including appropriate use of restraint where required | Harm to pupil and staff | • Code of Behaviour<br>• Behaviour / Care plans<br>• Health and Safety Policy |
| 16 | Administration of Medicine<br>Children with medical needs | Harm to pupil | • Administration of Medicine Policy<br>• Indemnity forms are signed each year and care plans in place for those requiring emergency medicine.<br>• Relevant staff trained as required in the administration of medicines required for chronic conditions, i.e. Epi-pen, Epilepsy<br>• First Aid Policy<br>• Staff training in First Aid |
| 17 | Curricular provision in respect of SPHE, RSE, Stay Safe | Non-teaching of same | • School implements and records teaching of SPHE, RSE, Stay Safe |
| 18 | Prevention and dealing with bullying amongst pupils | Harm not recognised or properly reported | • Bí Cinealta Policy<br>• Code of Behaviour |
| 19 | Care of pupils with specific vulnerabilities/ needs such as-<br>• Pupils from ethnic | Risk of Harm by school personnel<br>Risk of Harm by bullying<br>Risk of Harm by racism | • Bí Cinealta Policy<br>• Code of Behaviour<br>• The school Sacred Heart Ethos values the right |

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| | 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 Tulsa's Child Protection Notification System (CPNS) | | to the dignity and equality of all pupils<br>• Policy on Inclusion and Celebrating Difference in place.<br>• Dignity in the Workplace Policy<br>• SEN policy<br>• Teaching of Stay Safe<br>• Vigilance on part of teachers and staff |
| 20 | Participation by pupils in religious ceremonies/religious instruction external to the school | Harm to pupils | • Supervision procedures in place |
| 21 | Use of Information and Communication Technology by pupils in school, including social media<br><br>Online teaching during School Closure | Harm to pupils<br>Bullying<br>Access to inappropriate materials | • Acceptable Use Policy - includes provision for online teaching and learning remotely<br>• Mobile Phone Policy - includes personal devices<br>• Code of Behaviour<br>• Smartphones/ Voluntary Code by parents in place<br>• Information evenings organised for parents on Cyber bullying<br>• Internet Safety workshops for pupils<br>• CPD for staff<br>• Internet Content Fitering - Schools Broadband Service - Level 5<br>• Access to computers supervised at all times by adults<br>• Internet Safety Week<br>• Implementation of SPHE - Webwise |
| 22 | TY Students participating in work experience in the school | Harm to pupils | • All relevant students are vetted and supervised during placement<br>• Guidelines relating to confidentiality and school procedures in place. These are signed by each student.<br>• Familiarisation with: Child Safeguarding Statement / Code of Behaviour / Bí Cineálta<br>• Code of Confidentiality |
| 23 | Student teachers undertaking training placement in school | Harm to pupils | • Garda Vetting by their organisation and there is a joint vetting agreement in place between the organisation and the school.<br>• Child Safeguarding statement provided<br>• Supervised by relevant class teacher<br>• Provided with school Welcome Pack with all relevant information |
| 24 | Use of video/photography/other media to record school events | Harm to pupils<br><br>Inappropriate sharing of images/videos<br><br>Breach of GDPR / Data | • Acceptable Use Policy<br>• Permission is sought annually to record or use pupils' photographs in line with our Data Protection Policy in place<br>• Images removed promptly if concerns arise<br>• Regular review of Data Protection procedures |

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| | | Protection requirment | • Guidance issued to parents regarding social media sharing |
| 25 | Use of school premises by other organisation during school day | Harm to pupils | • Garda Vetting in line with National Bureau requirements<br>• Child Safeguarding Statement provided<br>• DLP of school to be informed of any child protection concerns that arise within activities |
| 26 | After school use of school premises by other organisations after the school<br>(including teachers) | Harm to pupils | • Garda Vetting in line with National Bureau requirements<br>• Child Safeguarding Statement provided<br>• Sign and agree to observe all relevant school policies and procedures in their Contract of Services.<br>• Own Child Safeguarding procedures in place to include the following:<br>1. DLP of school to be informed of any child protection concerns that arise within activities<br>2. Contact Tusla in case of disclosure<br>3. Contact Gardaí if it is deemed that it is unsafe for child to go home |
| 27 | Breakfast Club | Harm to pupils | • Garda Vetting in line with National Bureau requirements<br>• Child Safeguarding Statement provided<br>• DLP of school to be informed of any child protection concerns that arise within activities<br>• Sign and agree to observe all relevant school policies and procedures in their Contract of Services. |
| 28 | Campus Development | Harm to pupils | • Separate access and exit points for construction workers<br>• Visitors required to sign in and wear identification badges |
| 29 | Website | Harm to pupils<br><br>Misuse or inappropriate use of images online | • Parental consent obtained before publishing images<br>• No identifiable photographs of individual children published<br>• Group photographs used where possible<br>• No full names accompanying photographs<br>• Website monitored regularly<br>• Limited administrator access<br>• Images removed promptly if requested or if concerns arise<br>• Compliance with GDPR, Safeguarding, AUP |
| 30 | 6th class yard - garden | Harm to pupils | • Adequate supervision<br>• Cut back trees / unsafe surfaces |
| 31 | Side entrance - 2nd class - drop off / collection | Harm to pupils | • No parents / pupils allowed walk through staff car park when leaving / arriving to school - use front gate / footpath at all times<br>• No after school activities to leave through car park - use front gate / footpath at all times |
| 32 | Visibility in relation to groups collecting pupils | Harm to pupils | • Groups to stay in particular area<br>• Signs / Colours held up so pupils / staff can identify them<br>• Communication with teachers about children |

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| | | | attending after school activities, where possible |

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 **September 29th 2026.**

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| Signed:* |  | Date: 29/09/26 |

*Chairperson of the board of management*

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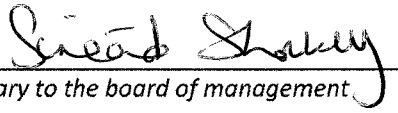
| Signed:* |  | Date: 29/9/26 |

*Principal/Secretary to the board of management*

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again in **Term 1 - September 2027**

## 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/childprotectionschools and/or the school website), providing a link to the Children First National Guidance 2017 Children_First_National_Guidance_2017.pdf, and stating the number and location of hard copies of these procedures available in the school.

- Department of Education website - www.gov.ie/childprotectionschools
- Tusla Children First website - www.tusla.ie/children-first/
- School office
- Principal's Office
- Staffroom
- School website - www.mountanvilleprimaryschool.com
- Available to all staff electronically / shared drive