



Written Assessment of Risk of St. John the Baptist Junior Boys' National School 19006 Q

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of St. John the Baptist Junior Boys' National School.

Important Note: It should be noted that risk in the context of this risk assessment is the risk of "harm" as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*

In accordance with section 2 of the Children First Act, 2015 the defined threshold of "harm" in relation to a child is as follows:

"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;"

"ill-treatment" means, in relation to a child, to abandon or cruelly treat the child, or to cause or procure or allow the child to be abandoned or cruelly treated;

"neglect" means, in relation to a child, to deprive the child of adequate food, warmth, clothing, hygiene, supervision, safety or medical care;

"welfare" includes, in relation to a child, the moral, intellectual, physical, emotional and social welfare of the child."

List of school activities	Risk Level	The School has identified the following risk of Harm	The School has the following procedures in place to address the risks identified in this assessment
1. Daily arrival and dismissal of pupils	High	<p>8:30-8:50 Children leaving school unsupervised (gate or through the senior school door). Child leaving with unauthorised person</p> <p>1:20 and 2:20 Children leaving unsupervised (gate or through the senior school door). Child leaving with unauthorised person Confusion as to who is collecting the children/miscommunication Children becoming separated from person collecting. Where a collecting adult is unknown to staff or child, class teacher phones parents to confirm.</p>	<p>Supervision in place CCTV in operation and additional cameras to monitor exits</p> <p>Member of staff at gate Training of dismissal procedures (parents and pupils) Substitute pack procedures Written permission for 2nd class boys to walk home available in classroom Where a collecting adult is unknown to staff or child, class teacher phones parents to confirm</p>
2. Pupils arriving late	High	School gate is closed at 9am every day	Late-comers must enter by Senior Boys' School door
3. Pupils leaving early	Low	Child leaving with unauthorised person Confusion as to who is collecting the children/miscommunication	Parent responsible for contacting Teacher. Pupils signed in and out by the secretary.
4. Pupils being collected.	Low	Leaving with unauthorised person alone	<p>Class teacher supervises 1.25/2.25 approx. and then arranges for child to be supervised by a staff member until collected</p> <p>*Children with a known tendency to wander are supervised on a one-to-one basis by a staff member</p>
5. Yard breaks for pupils	High	<p>Flight risk from other exits Toilet breaks for children Harm in the school by another child Harm not being reported by school personnel/yard volunteer Loitering by strangers at the gate</p>	<p>Max of 2 children allowed to toilets at any given time. Toilets are in teacher's line of sight CCTV in operation and additional cameras to monitor exits Teacher/SNA approach the stranger Toilet in the yard – two at a time</p>
6. Indoor breaks for pupils on wet days	High	<p>Injury to pupil Harm in the class by another child Harm not being reported by school personnel/yard volunteer</p>	Staff supervision

7. Classroom teaching	Low	Harm in the school by a member of school personnel Harm in the school by another child Flight risk via the classroom door Flight risk from other exits	Child Safeguarding Statement and procedures made available to all staff School personnel are required to adhere to the Child Protection Procedures for Primary and Post Primary Schools 2017 All staff are vetted
8. One to one teaching with class teacher, S.E.T. or Principal	Low	Harm in the school by a member of school personnel	Glass panel in door All staff are vetted
9. One to one support (S.N.A.)	Med	Harm in the school by a member of school personnel	School has procedures in place for one to one support. Glass panel in door All staff are vetted
10. Whole-class off site activity e.g. nature walks.	High	Harm by a member of school personnel	Staff bring mobile phone when going off-site Pupil/ Teacher Ratio: 1:10 All staff are Garda vetted
11. Bringing pupils off site by car- e.g Doctor/dentist.	High	Harm by a member of school personnel in one-to-one situation	Two members of school personnel required in any such car journey. All staff are garda vetted. Two children are brought together at any one time.
12. Outdoor teaching activities within school premises e.g. garden	Med	Unsupervised toilet breaks for children	Children use toilets in pairs or with an SNA if possible. 2 boys to go and one waits outside toilet.
13. Concerts In-school Christmas Concerts	Low-Med	Use of recording equipment (by families) Changing of clothes Parent volunteers	Parents are reminded at beginning of concert that school recommends photos and videos of concerts are for viewing by own friends only. All changing of clothes to happen in the classrooms under supervision of class teachers Parent volunteers are Garda vetted
14. School outings	High	Presence of public Non-school personnel at location	Lower adult:child ratio Class teachers present and responsible for welfare of children on tours
14a. School transport arrangements	Med	Bus drivers Parents and staff transporting children	Staff member always present 2 children always present with an adult All staff/ bus escorts are garda vetted.

15. Use of toilet/changing /shower areas in school and outside of school	Med-high	Presence of public Out of line of sight	Presence of school personnel 2 personnel present for changing Toilets in classrooms 1-10 Toilets for persons with disability available for privacy at top of corridor for use by pupils in Rooms 14 and 15 Children go to the toilet in pairs when outside of school with an adult.
15a. Children's use of corridor toilets (including R14 and R15) for toileting and changing clothes.	High	Out of line of sight Presence of public	Limiting numbers of boys using toilets Limiting numbers of boys using toilets Outer door left ajar
15b. Children's use of ensuite toilets for toileting and changing clothes.	Low	Out of line of sight	Children go to toilets in pairs and with a staff member.
15c. Children's use of toilets outside of school premises (including astro) for toileting and changing clothes	High	Out of line of sight Presence of public	
16. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	High	Physical restraint Out of line of sight	Staff member uses appropriate use of restraint where required to ensure safety of pupils. Staff member avails of nearest colleague to assist. Incident recorded in incident book and reported to principal and parents of relevant children.
17. Swimming	High	Changing areas External coaches	Presence of staff member Teacher always present. Swimming coaches are vetted.
18. Administration of medicines	Low	Removal of clothing to administer the medicine	Administration of Medicine Policy
19. First Aid	High	May need to remove clothing or show a body part. Out of line of sight Could be an external person on a school outing administering the first aid.	First Aid Policy Staff member present when first aid administered. First Aid incidents written in notebook. Bumps to head/ applications of ice on head : parents informed via phonecall.

20. Prevention and dealing with bullying amongst pupils	Med	Personnel not recognising signs of bullying. Failure to report bullying behaviour Failure to adhere to the Anti Bullying Policy Personnel not recognising signs of bullying in yard	Anti-Bullying Policy is addressed at the first staff meeting every year. Stay Safe programme taught in all classes Teachers on duty in yard give handover to class teacher.
21. Training of school personnel in child protection matters	Low	Change-over of staff	We review the reporting procedures for child protection at the first staff meeting every year. New staff are given a copy of the risk assessment and child safe-guarding statement Staff are Garda Vetted
22. Use of external personnel to supplement curricular activities	High	Risk of harm to children	Personnel are Garda vetted Teachers are present for all activities.
23. Arts Day	Med	Interaction with volunteers doing the various activities	Staff are always present
24. Recruitment of school personnel	Low	Risk of harm to children	References checked Garda vetting is mandatory
25. Participation in Religious ceremonies outside school	High	Members of the public present. Toilets in church	Class is always accompanied by staff members with a ratio of 10:1 Stay Safe programme is taught in all classes Toilet procedure? Member of staff accompany child/ or boys go in pairs?
26. ICT use	Med to high	Inadvertent exposure to inappropriate content Use of recording devices	NCTE Filter software in use Adequate supervision by teacher Mobile phones /digital recording devices not allowed in school for pupils Acceptable Use policy.
27. Sanctions under Code of Behaviour	Low	Pupil is given a 'time out'.	Staff member escorts pupil to 'time out' Code of Behaviour

28. Transition year students on work experience	low	Students may be inexperienced in dealing with children Inappropriate behaviour by students Harm to children	TY students over 16 are Garda vetted. All TY students read and sign a guideline sheet
29. Student teachers/SNAs undertaking placement	Med /low	Harm to children	Monitoring by Principal and teachers All trainees are garda vetted by respective colleges prior to placement.
30. Use of video, photography or other media to record school events	High	Public access to images/videos of children Use of images by personnel other than school staff	ICT Acceptable Use Policy Children's names not used to identify a child in photos or videos.
31a. After-school use of school premises by other organisations	Med	Harm to children	All such users are garda vetted Child Safeguarding Statement and DES procedures made available to these organisations.
31b. After-school use of school premises by staff members	Med	Harm to children	Staff members are garda vetted
July provision.	Med	Harm to children	Home-based July provision when done in school is undertaken by qualified teachers who also need an additional and specific garda vetting.
32. Rainbows	Low	Harm to a child attending Rainbows Child becoming upset and leaving room	Rainbows volunteers are Garda vetted school staff Rainbows volunteers also vetted by Rainbows organisation Always 2 facilitators at a Rainbows group Centre coordinator (Principal) is always on the premises during a Rainbows session.
33. The Hub	Low	Harm to a child	Hub staff are Garda vetted
34. Use of school premises by other organisations during the school day (e.g. HSE/NEPS etc)	Med	Harm to a child	Such persons always Garda vetted. Glass panels on doors.

Important Note: It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*

In undertaking this risk assessment, the board of management has endeavoured to identify as far as possible the risks of harm that are relevant to this school and to ensure that adequate procedures are in place to manage all risks identified. While it is not possible to foresee and remove all risk of harm, the school has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

This risk assessment has been completed by the Board of Management on 20 October 2022

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

Signed [Signature] Date 20/10/22

Chairperson, Board of Management

Signed [Signature] Date 20/10/22

Principal/Secretary to the Board of Management