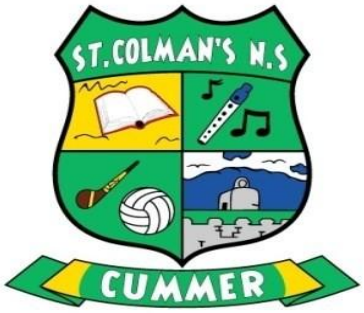

St. Colman's N.S.

Cummer, Corofin, Tuam, Co. Galway

Tel: (093) 41649 office@cummerns.ie

Child Safeguarding Statement and Risk Assessment

For:	**St Colman's National School**
At:	**Curry, Cummer, Corofin, Co.Galway**

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):

Lisa Callanan

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

Adrian Dullaghan

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

Name of Relevant Person

Lisa Callanan

(In schools this person is the DLP)

Relevant Person can be contacted on:

09341649	*office@cummerns.ie*

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:

Pat Mc Hugh

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.

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.	Training of School Personnel in Child Protection Matters	Harm not recognised Report not made in a timely manner	Child Safeguarding Statement and Risk Assessment DLP and DDLP training Whole School Training Revised Procedures available to all staff Staff encouraged to refresh with the Tusla E-learning Course Records of staff training maintained
2.	One to one teaching	Harm by school personnel	Opportunity to work with the door open. Glass panel in the door. Opportunity to work in the classroom in a Team Teaching format Where possible a table is kept between a teacher and a child
3.	Care of children with Special Educational Needs, including intimate care needs	Harm by school personnel	Respect and Dignity in the Workplace Policy Two staff members when cleaning/changing a child where possible Asking the child's permission to help them/access their equipment Talk through changing/intimate care needs before carrying out the care. Encourage independence insofar as possible
4.	Toilet areas in classrooms	Inappropriate behaviour	Classroom/School Rules are established collaboratively and revisited regularly Supervision by staff Code of Behaviour Bí Cineálta Policy

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
5.	Toileting during yard	Inappropriate behaviour	Encourage toileting before yard Children ask staff on yard, use the toilets at the Halla and report back to the staff member on return.
6.	Curricular provision in respect of SPHE, RSE, Stay Safe	Non Teaching of Same	Full implementation of SPHE, RSE and Stay Safe Reinforcement of same with parents through Homework Revise key messages periodically at Assembly and in class
7.	Care of pupils with specific vulnerabilities such as: Pupils from ethnic minorities/migrants Members of the Traveller community Pupils perceived to be LGBTQ Pupils of minority religious faiths Children in care	Bullying	Bí Cineálta Policy Children's Charter for Bí Cineálta Friendship Week Wellbeing Week Check and Connect Soft Starts Code of Behaviour Zippy Friends Stay Safe SPHE
8.	Daily arrival and dismissal of pupils	Harm from older pupils Unknown adults at the school gate Children travelling by bus	Arrival and dismissal is supervised A calm and orderly arrival and departure is taught Parent/Guardian collect children at the gate/from the bus Orchard Creche staff collect the children on their list at the school wall
9.	Managing challenging behaviour amongst pupils	Injury to self or others	Code of Behaviour SEN Policy Health and Safety Statement
10.	Visiting Sports Coaches	Harm to pupils	Vetting Disclosure Statutory Declaration Form of Undertaking Sign In/Out Teacher present with visiting coaches

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
11.	Students on work experience and placement	Harm by student	Teaching Council Code of Professional Conduct Code of Behaviour Bí Cineálta Policy Safeguarding Statement Risk Assessment Vetting Disclosure Form of Undertaking Statutory Declaration Teacher in loco parentis Incidents are documented and retained by the class teacher in the class notebook Teacher supervision except during inspection
12.	Classroom Teaching	Harm to pupils Inappropriate behaviour	Teaching Council Code of Professional Conduct Code of Behaviour Bí Cineálta Policy Safeguarding Statement Risk Assessment Vetting Disclosure Form of Undertaking Statutory Declaration Teacher in loco parentis Incidents are documented and retained by the class teacher in the class notebook
13.	Online Teaching / Use of supplementary materials online	Harm to pupils Exposure to inappropriate material	Parent present with the child while online Device accessed in a communal space not a bedroom or bathroom Child Safeguarding Statement Code of Behaviour
14.	Outdoor Teaching Activities	Harm to pupils Inappropriate behaviour Injury to pupils/staff	Code of Professional Conduct Code of Behaviour

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
		Flight risk	Child Safeguarding Statement Teacher in loco parentis Incidents are documented Gates closed Where possible, children use outdoor spaces at the rear of the school
15.	Sporting Activities	Harm to pupils Inappropriate behaviour Injury to pupils/staff Flight risk Exposure to adults	Matches during school time Travelling by bus 2 staff attending When using toilets/changing rooms children go in 2's or more
16.	School Outings	Harm to pupils Inappropriate behaviour Injury to pupils/staff Flight risk Exposure to other adults	More than one staff member attending Code of Behaviour Injury to pupils/staff Parental Consent prior to outings Teacher has parent contact details No child left alone Ring ahead to identify potential risks
17.	Sports Day	Harm to pupils Inappropriate behaviour Injury to pupils/staff Flight Risk Exposure to other adults	Gates Closed Code of Behaviour Extra Supervision
18.	Fundraising events involving pupils	Harm to pupils Inappropriate behaviour Flight Risk Exposure to other adults	Code of Behaviour Teacher Present Document incidents Visitor sign in/out
19.	Administration of medicine and First Aid	Harm to pupils/staff Inappropriate behaviour	Administration of medicine policy and parental consent required. Parents notified as soon as possible. Second adult when administering emergency medication Serious incidents to be recorded in the accident book in the office Parents/Guardians notified of serious incidents

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
			Staff Training
20.	Prevention and dealing with bullying amongst pupils	Bullying	Bí Cineálta Policy Child Friendly Charter Bí Cineálta Friendship Week SPHE Programme Buddy Benches Grow in Love
21.	Use of external personnel for co-curricular initiatives	Harm to pupils	Class teacher present Relevant/essential information about students given to the personnel where applicable. Garda Vetting Visitor sign in/out
22.	Recruitment of School Personnel	Harm not recognised or properly/promptly reported	Garda Vetting Statutory Declaration Form of Undertaking TC Code of Professional Conduct TULSA E-learning Module Child Protection Procedures available to all staff Child Safeguarding Statement
23.	Use of IT and digital devices in school	Bullying Exposure to inappropriate content Exposure to adults online	AUP Code of Behaviour Teacher Supervising Parent Workshops for Online Safety Internet Safety Week PDST Firewall Bí Cineálta SPHE Media Education
24.	Use of video/photography/media to record school events	Distribution of materials/identifying information to unknown persons	No child is named individually Parental consent sought for sharing on the school website/Facebook/local media Opt out at any stage

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
25.	Use of school premises by clubs/groups	Harm to pupils Exposure to other adults Inappropriate behaviour	Group/Club Child Safeguarding Statement Garda Vetting
26.	Changing for matches/training	Inappropriate behaviour Harm to pupil	Use individual cubicles one at a time where possible. If not, library is used for one sex to change and the classroom for the other.
27.	Swimming lessons	Harm to pupils Exposure to other adults Inappropriate behaviour	Staff supervision Children to use individual cubicles and only when at capacity should communal rooms be used. One staff member to escort child to the toilet while another stays pool side Teacher/SNA to remain at the door of the cubicle and teacher/SNA nearby (where applicable) Code of Behaviour
28.	Bus Journeys	Harm to pupils Exposure to other adults Inappropriate behaviour	Staff supervision No child left alone Code of Behaviour Every child remains seated wearing a seat belt
29.	Church visits	Harm to pupils Exposure to other adults Inappropriate behaviour	Staff supervision Children accompanied to the toilet Code of Behaviour

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.

These are examples of policies and procedures that may be used to address Risks of Harm

1. All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
2. The Child Protection Procedures for Schools 2025 are made available to all school personnel
3. School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025
4. 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
5. The school implements in full the Stay Safe Programme
6. The school implements in full the Social, Personal, and Health Education (SPHE) curriculum
7. School authorities have a code of behaviour and an anti-bullying policy in place in accordance with the department's 'Bí Cineálta' procedures to prevent and address bullying in schools and as outlined in Circular 55/2024
8. The school has complied with the Understanding Behaviours of Concern and Responding to Crisis Situations developed by the Department of Education and Youth to address uncertainty for staff on how to respond when facing crisis situations where there are concerns regarding physical safety
9. The school undertakes anti-racism awareness initiatives
10. The school has a yard/playground supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
11. The school has in place a policy and clear procedures in respect of school outings
12. The school has a health and safety policy
13. The school adheres to the requirements of the Garda vetting legislation
14. The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment
15. The school has a code of conduct for school personnel (teaching and non-teaching staff)
16. The school complies with the agreed disciplinary procedures for teaching staff
17. The school has a special educational needs policy
18. The school has an intimate care policy/plan in respect of students who require such care
19. The school has in place a policy and procedures for the administration of medication to pupils
20. The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement and Risk Assessment

21. The school ensures all new personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
22. The school encourages personnel to avail of relevant training
23. The school encourages board of management members to avail of relevant training
24. The school maintains records of all personnel and board member training
25. The school has in place a policy and procedures for the administration of First Aid
26. The school has in place a code of behaviour for pupils
27. The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
28. The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines
29. The school has in place a Critical Incident Management Plan
30. The school has in place a Home School Liaison policy and related procedures
31. The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
32. The school has in place a policy and procedures for the use of external sports coaches
33. The school has in place a policy and clear procedures for one-to-one teaching activities
34. The school has in place a policy and procedures for one-to-one counselling
35. The school has in place a policy and procedures in respect of student teacher placements
36. The school has in place a policy and procedures in respect of pupils undertaking work experience in the school
37. The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations
38. The school has in place a policy in relation to assisting members of school personnel in respect of disclosures of retrospective abuse
39. The school has considered the questions in Appendix 1 of the Child Protection and Safeguarding Procedures for Boarding Facilities Associated with Recognised Schools 2023 and implemented the necessary risk mitigation measures

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

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

This Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on March 24th 2026.

Signed:*	P Mc Hugh	**Date**:02.12.25

Chairperson of the board of management

Signed:*	L.Callanan	**Date**:02.12.25

Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again in October 2026.

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

www.gov.ie/childprotectionschools
Children_First_National_Guidance_2017.pdf

There is 2 hard copies of the Child Protection Procedures available in the Office.