

# Measúnachta Riosca agus Raitis maidir le Cumhdacht Leanaí Gaelcholáiste Chiarraí



Bealtaine 2020

	Dáta
Cóip seolta go baill foirne	03-06-2020
Cóip seolta chuig Comhairle na dTuistmitheoirí	03-06-2020
Cóip seolta go dtí BOO Chiarraí	03-06-2020
Cóip ar shuíomh na scoile	03-06-2020

# Measúnachta Riosca maidir le Cumhdach Leanáí

## Measúnacht Scríofa Gaelcholaiste Chiarraí

De réir alt 11 den Acht um Thús Áite do Leanáí 2015 agus an cheanglais i gCaibidil 8 de na *Nósanna Imeachta um Chosaint Leanáí do Bhunscoileanna agus Iar-bhunscoileanna 2017*, is mar seo a leanas an Mheasúnacht Riosca Scríofa *Gaelcholaiste Chiarraí*

### 1. Liosta de ghníomhaíochtaí na scoile

- Teacht agus imeacht na ndaltaí gach lá
- Daltaí ag taisteal idir ionaid scoile
- Sosanna áineasa do na daltaí
- Foireann na scoile
  - Múinteoirí
  - Cúntóirí ranga
  - Foireann riaracháin/glanachar/feighlí
  - Múinteoirí Páirtaimsire/Sealadach
  - Scoláirí tríú leibhéal ag tabhairt faoi traenáil.
  - Cuairteoirí rialta ar an scoil – Foireann ó Siopa Oaklands, Tógálaithe/Conraitheoirí, Fostaí BOO Chiarraí agus araile.
  - Aoi-chainteoirí cuairteoirí neamhrialta - sna ranganna, bréag agallaimh, Tuismitheoirí ag feitheoireacht ar imeachtaí tar éis scoile agus araile.
- Múineadh sa seomra ranga
- Múineadh duine-le-duine
- Comhairliú nó cruinnithe duine-le-duine
- Gníomhaíochtaí múinte amuigh fén spéir
- Gníomhaíochtaí Spóirt
- Turais scoile
- Turais scoile a bhfuil cuairt thar oíche ag gabháil leo - Turais Gaisce, Turais Mion Náisiún Aontaithe, Bréag Trialacha sna Cúirteanna Breithiúnais Coiriúla, Turas Gaeltachta agus araile.
- Turais scoile a bhfuil taisteal thar lear ag gabháil leo
- Úsáid ionad leithris/malartaithe/cithfholctha i scoileanna
- Lá Bliantúil an Spóirt
- Ócáidí tiomsaithe airgid a mbíonn daltaí gafa leo – bailiú airgead thíos baile, díol suaitheantais ar son carthanacht, cabhrú le Comhairle na dTuismitheoirí agus araile.
- Úsáid áiseanna lasmuigh de láthair na scoile do ghníomhaíochtaí scoile - Tigh Collis Sandes, Ionad Spóirt Thrá Lí, Séipéal Naomh Eoin, Páirc peile na Gaeil, áiteanna eile nach h-íad
- Socruithe don iompar scoile
- Cúram leanáí a bhfuil riachtanais speisialta oideachais acu
- Iompraíocht dhúshlánach i measc daltaí a bhainistiú
- Dáileadh Cógais
- Dáileadh Garchabhrach
- Soláthar curaclaim i leith OSPS, OCG, Bí Sábháilte
- Bulaíocht a chosc agus caitheamh leis an mbulaíocht i measc na ndaltaí
- Oiliúint na foirne scoile maidir le cúrsaí cosanta leanáí
- Úsáid foirne lasmuigh den scoil chun an curaclam a fhorlíonadh
- Úsáid foirne lasmuigh chun tacú le spóirt agus gníomhaíochtaí seach-churaclaim eile
- Cúram daltaí a bhfuil soghontachtaí/riachtanais shainiúla acu de nós
  - Daltaí de bhunadh mionlach eitneach/imircigh
  - Baill den Lucht Siúil
  - Leanáí atá lespiach, aerach, déghnéasach nó trasinscneach
  - Daltaí a mheastar a bheith lespiach, aerach, déghnéasach nó trasinscneach
  - Daltaí a bhaineann le creidimh reiligiúnacha mionlaigh
  - Leanáí i gcúram

- Leanáí ar an gCóras Fógartha um Chosaint Leanáí
- Earcú foirne scoile ar a n-áirítear -
  - Múinteoirí/CRSanna
  - Feighlí/Rúnaí/Glantóirí
  - Cóitseálaithe Spóirt
  - Teagascóirí Seachtracha /Aoi-Chainteoirí
  - Oibrithe deonacha /Tuismitheoirí i mbun gníomhaíochtaí scoile
  - Cuairteoirí/conraitheoirí i láthair sa scoil le linn uaireanta scoile
  - Cuairteoirí/conraitheoirí i láthair sa scoil tar éis gníomhaíochtaí scoile
- Úsáid na Teicneolaíochta Faisnéise agus Cumarsáide ag na daltaí ar scoil
- Cur i bhfeidhm pionós faoi Chód Iompraíochta na scoile coinneáil istigh daltaí, coigistiú fón etc san áireamh
- Mic léinn as an scoil atá rannpháirteach in taithí oibre in áiteanna eile
- Ábhar múinteora atá ag déanamh socraíochtaí oiliúna sa scoil
- Úsáid físeán/fótagrafaíochta/meán eile chun ócáidí scoile a thaifead
- Úsáid an áitribh scoile ag eagraíochtaí eile tar éis uaireanta scoile
- Úsáid an áitribh scoile ag eagraíochtaí eile le linn an lae scoile
- Staidéar tar éis scoile
- Cód Iompraíochta na scoile
  - Coinneáil am lóin
  - Coinneáil tar éis scoile
- Úsáid acmhainní digiteach/leictreonach
  - Cumarsáid Idir phobal na scoile.
  - Cumarsáid ó Dhaoine lasmuigh don eagraíocht.
  - Grianghraif a thógáil agus á chur ar líne
  - Físeáin a dhéanamh d'imeachtaí scoile.
  - Úsáid TFC sa seomra ranga – MRB, Béal Scrúduithe, cur i láthair, araile

## **2. Tá na rioscaí díobhála seo a leanas sonraithe ag an scoil i leith a cuid gníomhaíochtaí–**

- An riosca díobhála gan bheith sonraithe ag an bhfoireann scoile
- An riosca díobhála gan bheith tuairiscithe i gceart agus go pras ag an bhfoireann scoile
- An riosca go ndéanfaid ball d'fhoireann na scoile díobháil do leanbh sa scoil
- An riosca go ndéanfaid leanbh eile díobháil do leanbh sa scoil
- An riosca go ndéanfaid oibrí deonach nó cuairteoir díobháil do leanbh sa scoil
- An riosca go ndéanfaid ball d'fhoireann na scoile, ball d'fhoireann eagraíochta eile nó duine eile díobháil do leanbh agus an leanbh ag glacadh páirte i ngníomhaíochtaí lasmuigh den scoil e.g. turas scoile, ceachtanna snámha
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar bhulaíocht ar an leanbh
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar gan mhaoirseacht ar leanáí ar scoil nach bhfuil leordhóthanach
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar gan mhaoirseacht ar leanáí agus iad ag freastal ar ghníomhaíochtaí lasmuigh den scoil
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar chaidreamh/cumarsáidí míchuí idir an leanbh agus leanbh eile nó aosach
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar linbh bheith ag rochtain ar nó ag úsáid ríomhairí, meán sóisialta, fón agus fearais eile agus iad ar scoil
- An riosca go ndéanfaí díobháil do leanbh a bhfuil RSO orthu agus a bhfuil soghontachtaí ar leith orthu
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar chód iompraíochta nach bhfuil leordhóthanach
- An riosca go ndéanfaí díobháil do leanbh le linn do mhúineadh duine-le-duine, comhairliú, cóitseáil bheith ar siúl
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar bhall d'fhoireann na scoile bheith ag déanamh cumarsáide le daltaí go míchuí trí na meáin shóisialta, téacsáil, fearas digiteach nó ar bhealach eile
- An riosca go ndéanfaí díobháil do leanbh mar gheall ar bhall d'fhoireann na scoile bheith ag rochtain ar nó ag

scaipeadh ábhair mhíchuí trí na meáin shóisialta, téacsáil, fearas digiteach nó ar bhealach eile

### 3. Tá na nósanna imeachta seo a leanas ar bun ag an scoil chun aghaidh a thabhairt ar na rioscaí díobhála atá sonraithe sa mheasúnacht seo –

- Tá cóip de Ráiteas na scoile maidir le Cumhdach Leanaí tugtha do gach ball d'fhoireann na scoile
- Tá cóip de Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017 tugtha do gach ball d'fhoireann na scoile
- Éilítear ar Fhoireann na Scoile cloí leis na Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017 agus éilítear ar gach duine den fhoireann cláraithe teagaisc cloí leis an Acht um Thús Áite do Leanaí 2015
- Déanfaidh gach fostaí scoile an chúrsa e-fhoghlaim Tusla maidir le Caomhnú Leanaí agus cuirfear an teastas ar aghaidh chuig Bainistíocht na scoile.
- Cuireann an scoil an curaclam OSPS i bhfeidhm go hiomlán
- Cuireann an scoil Clár Folláine na Sraithe Sóisearaí i bhfeidhm go hiomlán
- Tá Polasaí Frithbhulaíochta ag an scoil a chloíonn go hiomlán le riachtanais Nósanna Imeachta Frithbhulaíochta do Bhunscoileanna agus Iar-bhunscoileanna na Roinne
- Tá polasaí maoirseachta ar an gclós nó ar an áit súgartha ag an scoil chun a chinntiú go mbíonn maoirseacht chúig ar leanaí le linn tionóil, imeacht na ndaltaí agus sosanna agus i leith achar sainiúil ar nós leithreas, seomraí malartaithe etc.
- Tá polasaí agus nósanna imeachta soiléire ar bun ag an scoil i leith éirí ón scoil
- Tá polasaí Sláinte agus Sábháilteachta ag an scoil
- Cloíonn an scoil le ceanglais reachtaíochta ghrinnfhiosrúchán an Gharda Síochána agus na gcioclán ábhartha de chuid na ROS maidir le hearcú agus grinnfhiosrúchán an Gharda Síochána
- Tá cóid iompraíochta ag an scoil d'fhoireann na scoile (foireann teagaisc agus neamh-theagaisc) – BOO Chiarraí
- Cloíonn an scoil leis na nósanna imeachta araíonachta comhaontaithe don fhoireann teagaisc – BOO Chiarraí
- Tá polasaí Riachtanas Speisialta Oideachais ag an scoil
- Tá polasaí /nósanna imeachta ar bun ag an scoil do dháileadh cógais ar dhaltaí
- Tá na nithe seo a leanas déanta ag an scoil –
  - Tá cóip de Ráiteas na scoile maidir le Cumhdach Leanaí tugtha do gach ball d'fhoireann na scoile
  - Cinntíonn an scoil go bhfuil cóip de Ráiteas na scoile maidir le Cumhdach Leanaí tugtha do gach ball nua d'fhoireann na scoile
  - Spreagtar lucht foirne chun leas a bhaint as oiliúint chúig
  - Spreagtar comhaltaí an bhoird bhainistíochta leas a bhaint as oiliúint chúig
  - Coimeádann an scoil taifid de gach oiliúint a chuirtear ar an bhfoireann agus ar chomhaltaí den bhord
  - Beidh rolla síniú isteach/amach san Oifig do chuirteoirí scoile.
- Tá polasaí /nósanna imeachta ar bun ag an scoil do dháileadh na Garchabhrach
- Tá cóid iompraíochta ag an scoil do dhaltaí
- Tá polasaí TFC ar bun ag an scoil i leith úsáide na TFC ag daltaí
- Tá polasaí fóin phóca ar bun ag an scoil i leith úsáide fón póca ag daltaí
- Tá Plean Bainistíochta Teagmhais Chriticiúil ar bun ag an scoil
- Tá Polasaí Teagmhála Baile Scoile agus nósanna imeachta gaolmhara ar bun ag an scoil
- Tá polasaí agus nósanna imeachta ar bun ag an scoil i leith úsáide daoine seachtracha chun seachadadh an churaclaim a fhorlíonadh
- Tá polasaí agus nósanna imeachta ar bun ag an scoil i leith úsáide cóitseálaithe spóirt
- Tá polasaí agus nósanna imeachta soiléire ar bun ag an scoil i leith gníomhaíochtaí teagaisc duine-le-duine
- Tá polasaí agus nósanna imeachta soiléire ar bun ag an scoil i leith comhairlithe duine-le-duine
- Tá polasaí agus nósanna imeachta ar bun ag an scoil i leith socrúchán d'ábhair múinteora
- Tá polasaí agus nósanna imeachta ar bun ag an scoil i leith mac léinn atá ag tabhairt faoin taithí oibre sa scoil
- Tá polasaí agus nósanna imeachta ar bun ag an scoil i leith daltaí as an scoil atá ag tabhairt faoin taithí oibre in eagraíochtaí seachtracha

- Is iad seo na chleachtas comhaontaithe scoile maidir le caomhnú páistí:
  - Ní fhágtar páiste ina aonair/haonair le duine fásta. I gcásanna ranganna RS bíonn sé mínithe do thuismitheoirí/Chaomhnóirí go mbeidh an dalta i dteannta an mhúinteoir ina aonair/haonair agus go mbeidh radharc oscailte isteach sa tseomra i gcónaí (moltar don mhúinteoir doras an tseomra ranga a choimeád oscailte i gcónaí).
  - Nuair atá aoichainteoir/cuairteoir ag labhairt le daltaí na scoile, nó nuair atá thuismitheoir/caomhnóir dalta ag cabhrú le h-imeachta seach ranga, ní fhágfar riamh na daltaí leo gan an mhúinteoir seachas nuair atá pléite le bainistíocht na scoile (ceardlainne áirithe- fianaise grinfhiostrú gárdaí tugtha)
  - Níl sé ceadaithe d'aon ball foirne teagmháil a dhéanamh le aon dalta scoile ar an bhfón, thar na meáin sóisialta nó tríd ríomhphost (seachas ar ghnó scoile ó cuntas scoile an mhúinteora go cuntas scoile an dalta).
  - Ní fostófar fostaithe gan grinnfhiosrúcháin an Gharda Síochána a fháil uatha ar dtús - BOO Chiarraí
- Coimeádfar thuismitheoirí/caomhnóirí ar an eolas maidir le h-imeachtaí scoile/seachranga.
- Cinnteofar go mbíonn an chóras CCTV ar siúl sa scoil agus coimeádfar na h-íomhánna ar feadh 21 lá.
- Déanfar monatóireacht ar íomhánna agus físeanna a roinntear tríd suíomh na scoile agus má iarrtar ar cheann a bhaint, bainfead é láithreach.
- Buailfead Foireann Tacaíochta na nDaltaí gach seachtain (nó dara seachtain más cuí)
- Déanfar monatóireacht ar tinreamh daltaí agus coimeádfaidh an scoil thuismitheoir/caomhnóirí agus Tusla ar an eolas nuair is cuí.
- Lorgófar comhairle ó Tusla nuair is cuí.

**Nóta Tábhachtach:** Is ceart a thabhairt faoi deara gurb é atá i gceist le baol i gcomhthéacs na measúnachta riosca seo ná an riosca “díobhála” mar a shainmhínítear é san Acht um Thús Áite do Leanaí 2015 agus nach é an riosca ginearálta i leith sláinte agus sábháilteachta atá i gceist. Leagtar amach an tsainmhíniú ar an “díobháil” i gCaibidil 4 de na *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017*.

Agus é ag tabhairt faoin measúnacht riosca seo, tá gach dícheall déanta ag an mbord bainistíochta chun a shonrú sa mhéid gur féidir é na rioscaí díobhála atá ábhartha don scoil agus chun a chinntiú go mbíonn nósanna imeachta leordhóthanacha ar bun chun gach riosca atá sonraithe a bhainistiú. Cé nach féidir gach riosca díobhála a thuar agus a bhaint, tá na nósanna imeachta atá liostaithe sa mheasúnacht riosca seo ar bun ag an scoil chun na rioscaí a bhainistiú agus a mhaolú sa mhéid gur féidir é.

Chuir an Bord Bainistíochta an mheasúnacht riosca seo i gcrích ar 27 Bealtain 2020. Athbhreithneofar é mar chuid den athbhreithniú bliantúil ar Ráiteas na Scoile maidir le Cumhdach Leanaí

Sínte *Máire Áine Ní Leamhna*

Dáta *27-05-2020*

Cathaoirleach, An Bord Bainistíochta

Sínte *Ruairí Ó Cinnéide*

Dáta *27-05-2020*

Príomhoide/Rúnaí ag an mBord Bainistíochta

## Ráitis maidir le Cumhdach Leanaí

Is iar-bhunscoil **Gaelcholáiste Chiarraí** a chuireann ar fáil oideachas iar-bhunscoile do dhaltaí ón Chéad Bhliain go dtí Bliain na hArdeistiméireachta.

De réir na gceanglas san Acht um Thús Áite do Leanaí 2015, Tús Áite do Leanaí: Treoir Náisiúnta 2017, na *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017*, agus Treoir Thusla maidir le Ráitis maidir le Cumhdach Leanaí a Chur le Chéile, tá toilithe ag Bord Bainistíochta **Gaelcholáiste Chiarraí** leis an Ráiteas maidir le Cumhdach Leanaí atá leagtha amach sa cháipéis seo.

- 1 Tá glactha ag an mBord Bainistíochta le *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017* na Roinne agus déanfar iad a chur i bhfeidhm go hiomlán, gan athrú gan leasú mar chuid den Ráiteas foriomlán seo maidir le Cumhdach Leanaí.
- 2 Is é an Duine Idirchaidrimh Ainmnithe (DIA) ná **Ruairí Ó Cinnéide**
- 3 Is é an Leas-Duine Idirchaidrimh Ainmnithe (D/DIA) ná **Conall Ó Cruadhlaoidh**
- 4 Admhálann an Bord Bainistíochta go bhfuil cúrsaí cosanta agus leasa leanaí fite fuaite le gach gné de shaol na scoile agus nach mór é sin a léiriú i ngach ceann de bheartais, nósanna imeachta, cleachtais agus gníomhaíochtaí na scoile. I ndáil lena beartais, nósanna imeachta, cleachtais agus gníomhaíochtaí, cloífidh an scoil leis na prionsabail seo a leanas den dea-chleachtas maidir le cosaint leanaí agus leas leanaí:

Déanfaidh an scoil:

- glacadh leis go bhfuil fíorthábhacht le cosaint leanaí agus leas leanaí, gan bheann ar aon cheist eile;
- comhoibriú go hiomlán leis na hoibleagáidí reachtúla faoin Acht um Thús Áite do Leanaí 2015 agus le reachtaíocht eile a bhaineann le cosaint agus leas leanaí;
- comhoibriú go hiomlán leis na húdaráis reachtúla cuí maidir le cosaint agus leas leanaí;
- gnásanna sábháilte a ghlacadh chuici féin d'fhonn an dóigh go mbainfeadh díobháil nó tionóisc do leanbh a mhaolú oiread agus is féidir agus an lucht oibre a chosaint ó chall dul sa mbaol go gcuirfí drochúsáid nó faillí ina leith;
- gnás ionracais le tuismitheoirí a thabhairt chun cinn agus iad a spreagadh le bheith rannpháirteach in oideachas a gcuid leanaí; agus
- meas iomlán a léiriú ar riachtanais rúndachta agus í ag déileáil le cúrsaí cosanta leanaí.

Cloífidh an scoil leis na prionsabail thuas freisin i ndáil le haon dalta fásta lena mbaineann soghontacht speisialta.

- 5 Tá na nósanna imeachta/bearta seo a leanas ar bun:
  - I gcas baill ar bith den fhoireann is ábhar d'iniúchadh ar bith (cibé caoi a thuiriscítear é) i leith aon ghnímh, neamhghnímh nó cúinse i leith linbh atá ag freastal ar an scoil, cloíonn an scoil leis na nósanna imeachta cuí atá leagtha amach i gCaibidil 7 de na *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017* agus leis na nósanna imeachta ábhartha araíonachta do bhaill foirne scoile atá foilsithe ar shuíomh idirlín na Roinne.
  - Maidir le roghnú agus earcú ball foirne agus lena n-oiriúnacht chun oibriú le leanaí, cloíonn an scoil le riachtanais reachtúla grinnfhiosrúcháin na nAchtanna um an mBiúró Náisiúnta Grinnfhiosrúcháin

(Leanaí agus Daoine Soghonta), 2012 go 2016 agus leis an treoir leathan maidir leis an dualgas cúraim atá leagtha insna ciorcláin ábhartha de chuid an Gharda a bhaineann le grinnfhiosrúchán agus earcaíocht agus atá arna bhfoilsíú ag an ROE agus le fáil ar shuíomh idirlín na ROE.

- Maidir le soláthar an eolais agus, áit is gá, an teagasc agus na hoiliúna do lucht foirne chun a shonrú go bhfuil an díobháil (mar a shainmhínítear í in Acht 2015) tarlaithe rinne an scoil na nithe seo a leanas -
    - Cóip de Ráiteas na scoile maidir le Cumhdach Leanaí a chur ar fáil do gach ball den fhoireann
    - A chinntiú go gcuirfear cóip de Ráiteas na scoile maidir le Cumhdach Leanaí ar fáil do gach ball nua den fhoireann
    - Lucht foirne a spreagadh chun leas a bhaint as oiliúint chuí
    - Comhaltaí den Bhord Bainistíochta a spreagadh chun leas a bhaint as oiliúint chuí
    - Coimeádann an Bord Bainistíochta taifid de gach oiliúint a chuirtear ar lucht foirne agus ar chomhaltaí den Bhord
  - Maidir le hábhair imní i dtaobh na cosanta leanaí a thuairisciú do Thusla, ní mór do gach ball foirne cloí leis na nósanna imeachta atá leagtha amach insna *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus Iar-bhunscoileanna 2017* ar a n-áirítear, i gcás múinteoirí cláraithe, iad siúd a bhaineann le tuairisciú sainordaithe faoin Acht um Thús Áite do Leanaí 2015.
  - Sa scoil seo tá an DIA thuasluaite ceaptha ag an mBord mar an “duine cuí” (mar a shainmhínítear sin san Acht um Thús Áite do Leanaí 2015) chun bheith mar an gcéad pointe teagmhála i leith an Ráitis maidir le Cumhdach Leanaí.
  - Daoine sainordaithe is ea gach múinteoir cláraithe arna fhostú ag an scoil faoin Acht um Thús Áite do Leanaí 2015.
  - De réir an Achta um Thús Áite do Leanaí 2015, tá measúnacht curtha i gcrích ag an mBord maidir leis an mbaol go mbainfeadh díobháil fhéideartha ar bith do leanbh a bheadh ag freastal ar an scoil nó ag glacadh páirte i ngníomhaíochtaí scoile. Tá measúnacht scríofa leis seo ina leagtar amach na réimsí riosca a sonraíodh agus nósanna imeachta na scoile chun na rioscaí sin a bhainistiú mar aguisín leis na nósanna imeachta seo.
  - Is féidir rochtain ar na nósanna imeachta éagsúla dá dtagraítear sa Ráiteas seo trí shuíomh idirlín na scoile, nó trí shuíomh idirlín na ROE nó cuirfidh an scoil ar fáil iad ach iad a iarraidh.
- 6 Tá an ráiteas seo foilsithe ar shuíomh idirlín na scoile agus tá sé tugtha do gach ball de lucht foirne na scoile, do Chumann na dTuismitheoirí (más ann dó) agus don phátrún. Tá sé ar fáil go héasca do thuismitheoirí agus caomhnóirí ach é a iarraidh. Cuirfear cóip den Ráiteas seo ar fáil do Thusla agus don Roinn ach ceann a iarraidh.
- 7 Athbhreithneofar an Ráiteas seo maidir le Cumhdach Leanaí gach bliain nó a luaithe is indéanta tar éis d’athrú ábhartha bheith déanta maidir le haon ní dá dtagraíonn an ráiteas seo.

Ghlac an Bord Bainistíochta leis an Ráiteas seo maidir le Cumhdach Leanaí ar 27 Bealtaine 2020.

Síniú: *Máire Áine Ní Leamhna*

Cathaoirleach an Bhoird Bhainistíochta

Dáta: *27-05-2020*

Síniú: *Ruairí Ó Cinnéide*

Príomhoide/Rúnaí ag an mBord Bainistíochta

Dáta: *27-05-2020*

# Risk Assessment and Child Safeguarding Statement for Gaelcholáiste Chiarraí



May 2020



# Risk Assessment and Child Safety Statement

## Written Assessment of Risk of Gaelcholaiste Chiarraí

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 *Gaelcholaiste Chiarraí*

### 1. List of school activities

- Daily arrival and dismissal of pupils
- Students moving between centres
- Recreation breaks for pupils
- Staff/visitors to the school
  - Teaching staff
  - Classroom assistants
  - Admin/cleanaing/caretaking staff
  - Temporary/Part-time teachers
  - Student Teachers undertaking training
  - Frequent visitors to the school – Oaklands staff, Building Contractors, Kerry ETB staff, etc
  - Infrequent visitors to the school – In class, mock interviews, parents assisting in supervising extracurricular events, etc.
- Classroom teaching
- One-to-one teaching
- One-to-one counselling or meetings
- Outdoor teaching activities
- Sporting Activities
- School outings
- School trips involving overnight stay – Gaisce, Mock United Nations, Mock trials, Trip to the Gaeltacht, etc
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Annual Sports Day
- Fundraising events involving pupils -collecting money downtown, selling on behalf of charity, helping the Parent Council, etc
- Use of off-site facilities for school activities - Collis Sandes House, Tralee Sports Complex, Church, Na Gaeil CLG grounda, others as required
- School transport arrangements
- Care of children with special educational needs
- Management of challenging behaviour amongst pupils
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Care of pupils with specific vulnerabilities/ needs such as
  - Pupils from ethnic minorities/migrants
  - Members of the Traveller community
  - Lesbian, gay, bisexual or transgender (LGBT) children
  - Pupils perceived to be LGBT
  - Pupils of minority religious faiths
  - Children in care
  - Children on CPNS

- Recruitment of school personnel including -
  - Teachers/SNA's
  - Caretaker/Secretary/Cleaners
  - Sports coaches
  - External Tutors/Guest Speakers
  - Volunteers/Parents in school activities
  - Visitors/contractors present in school during school hours
  - Visitors/contractors present during after school activities
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Evening study
- School Code of Behaviour
  - Lunchtime detention
  - Afterschool detention
- Use of digital/electronic devices
  - Communication with school community
  - Communication with external agencies
  - Taking and posting images on-line
  - Recording classroom activities – eg CBA, Oral exams, presentations, etc

## **2. The school has identified the following risk of harm in respect of its activities -**

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to bullying of child
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to children with SEN who have particular vulnerabilities
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

**3. The school has the following procedures in place to address the risks of harm identified in this assessment –**

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
- Staff will undertake Tusla e-learning Child Protection course and forward a copy of the certificate of completion to the school management.
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*
- 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.
- The school has in place a policy and clear procedures in respect of school outings
- The school has a Health and safety policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school has a code of conduct for school personnel (teaching and non-teaching staff) – Kerry ETB
- The school complies with the agreed disciplinary procedures for teaching staff – Kerry ETB
- The school has a Special Educational Needs policy
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
  - Has provided each member of school staff with a copy of the school's Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
  - Encourages staff to avail of relevant training
  - Encourages board of management members to avail of relevant training
  - Maintains records of all staff and board member training
  - A visitor register is kept in the School Office
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has in place an ICT policy in respect of usage of ICT by pupils
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

- Agreed child protection practices
  - Students are not left alone with an adult. In regard to SEN classes, it is explained to parents/guardians that classes may be one-to-one, and that visibility of the classroom is always maintained (it is recommended to teachers to keep the classroom door open).
  - Guest speakers, visitors and/or parents are not left unattended with students when assisting with curricular or extracurricular activities. A teacher should always be present except when agreed to by school management (certain workshops, etc – Proof of Garda vetting provided).
  - No member of school staff is permitted to contact with a student on the phone, through social media, email, ect (except on school business when using their school account to the student’s school account)
  - Nobody will be employed without providing proof of Garda vetting – Kerry ETB
- Parents/guardians will be kept informed of school events.
- The school CCTV system will be maintained, and images retained for 21 days.
- Posts to the school’s social media platforms and school website will be monitored and if requested to remove an image of a pupil, it will be done.
- The student Support Team will meet weekly (or bi-weekly if appropriate).
- Student attendance will be monitored, and the school will keep parents/guardians and Tusla informed as per the school’s policy and requirements.
- Guidance will be sought from Tusla when appropriate.

**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 27 May 2020. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed *Máire Áine Ní Leamhna*  
Chairperson, Board of Management

Date *27-05-2020*

Signed *Ruairí Ó Cinnéide*  
Principal/Secretary to the Board of Management

Date *27-05-2020*

## Child Safeguarding Statement

**Gaelcholáiste Chiarraí** is a co-educational post-primary school providing All-Irish education to pupils from First Year to Leaving Certificate Year.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the Child Protection Procedures for Primary and Post Primary Schools 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of **Gaelcholaiste Chiarraí** has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Management of Gaelcholaiste Chiarraí has adopted and will implement fully and without modification the Department's Child Protection Procedures for Primary and Post Primary Schools 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is **Ruairí Ó Cinnéide**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Conall Ó Cruadhloich**
- 4 The Board of Management of **Gaelcholáiste Chiarraí** recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In its policies, procedures, practices and activities, 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 or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
- develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- fully respect confidentiality requirements in dealing with child protection matters.

The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

- 5 The following procedures/measures are in place:
  - In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2017 and to the relevant agreed disciplinary procedures for school staff which are published on the DES website.
  - In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres 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 DES and available on the DES website.

- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
    - Has provided each member of staff with a copy of the school’s Child Safeguarding Statement
    - Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement
    - Encourages staff to avail of relevant training
    - Encourages Board of Management members to avail of relevant training
    - The Board of Management maintains records of all staff and Board member training
  - In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
  - In this school the Board has appointed the abovenamed DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of the child safeguarding statement.
  - All registered teachers employed by the school are mandated persons under the Children First Act 2015.
  - In accordance with the Children First Act 2015, the Board 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 attached as an appendix to this statement.
  - The various procedures referred to in this Statement can be accessed via the school’s website, the DES website or will be made available on request by the school.
- 6 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 7 This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was adopted by the Board of Management on 27 May 2020.

Signed: *Máire Áine Ní Leamhna*  
Chairperson of Board of Management

Signed: *Ruairi Ó Cinnéide*  
Principal/Secretary to the Board of Management

Date: *27-05-2020*

Date: *27-05-2020*