

## Ráiteas um Chumhdach Leanaí agus Teimpléad Measúnaithe Riosca

### Scoil Chaitlín Maude



### Ráiteas um Chumhdach Leanaí

Is bunscoil í Scoil Chaitlín Maude a sholáthraíonn oideachas bunscoile do dhaltaí ó na Naíonáin Shóisearacha go Rang a Sé.

De réir cheanglais an Achta um Thús Áite do Leanaí 2015, Tús Áite do Leanaí: Treoir Náisiúnta um Chosaint agus Leas Leanaí 2017, an Aguisín a ghabhann le Tús Áite do Leanaí (2019), na Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023) agus Treoir Tusla maidir leis na Ráitis um Chumhdach Leanaí a ullmhú, chomhaontaigh Bord Bainistíochta Scoil Chaitlín Maude an Ráiteas um Chumhdach Leanaí atá leagtha amach sa doiciméad seo.

1. Tá an Bord Bainistíochta tar éis Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023) na Roinne a ghlacadh agus déanfaidh sé iad a chur i bhfeidhm go hiomlán, gan athrú gan leasú mar chuid den Ráiteas foriomlán um Chumhdach Leanaí
2. Is í **Fiona O Fiaich** an Duine Idirchaidrimh Ainmnithe (DIA)
3. Is í **Áine Ní Fhaogáin** an Leas-Duine Idirchaidrimh Ainmnithe (DIA)
4. Is í **Fiona O Fiaich** an Duine Ábhartha

*(Duine ábhartha is ea an duine ar féidir leis/léi eolas a sholáthar maidir leis an mbealach ar forbraíodh an ráiteas um chumhdach leanaí agus a bheidh ábalta an ráiteas a sholáthar má iarrtar é. I suíomh scoile, is é an duine ábhartha an DIA.)*

5. Aithníonn an Bord Bainistíochta go mbaineann cúinsí cosanta agus leasa leanaí trí gach gné de shaol na scoile agus go gcaithfear iad a léiriú i mbeartais, nósanna imeachta, cleachtais agus gníomhaíochtaí uile na scoile. Comhlíonfaidh an scoil, ina cuid beartas, nósanna imeachta, cleachtais agus gníomhaíochtaí, na prionsabail a leanas maidir le dea-chleachtas i gcosaint agus leas leanaí:

Déanfaidh an scoil an méid a leanas:

- aithneoidh sí go bhfuil cosaint agus leas leanaí thar a bheith tábhachtach, beag beann ar gach breithniú eile;
- comhlíonfaidh sí go hiomlán a hoibleagáidí reachtúla faoin Acht um Thús Áite do Leanaí 2015 agus comhlíonfaidh sí reachtaíocht ábhartha eile a bhaineann le cosaint agus leas leanaí;

- comhoibriú go hiomlán leis na húdaráis reachtúla ábhartha maidir le cosaint leanaí agus cúrsaí leasa;
- cleachtais shábháilte a ghlacadh chun an fhéidearthacht go dtarlódh díobháil nó timpistí do leanaí a íoslaghdú agus chun oibrithe a chosaint ar an ngá le rioscaí neamhriachtanacha a ghlacadh a d'fhéadfadh iad féin a fhágáil ar oscailt do chúiseamh mí-úsáide nó faillí;
- cleachtas oscailteachta a fhorbairt le tuismitheoirí agus rannpháirtíocht tuismitheoirí in oideachas a gcuid leanaí a spreagadh; agus
- meas iomlán a bheith acu ar cheanglais rúndachta agus iad ag déileáil le cúrsaí maidir le cosaint leanaí.

Comhlíonfaidh an scoil na prionsabail thuas freisin maidir le haon scoláire fásta atá faoi leochail speisialta.

6. Tá na nósanna imeachta/bearta seo a leanas i bhfeidhm:

- Maidir le haon bhall foirne atá faoi réir aon imscrúdaithe (cibé mar a thuairiscítear sin) maidir le haon ghníomh, neamhghníomh nó imthoisc i ndáil le leanbh atá ag freastal ar an scoil, comhlíonann an scoil na nósanna imeachta ábhartha atá leagtha amach i gCaibidil 7 de na Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023) agus comhlíonann an scoil na nósanna imeachta araíonachta comhaontaithe ábhartha d'fhoireann scoile atá foilsithe ar shuíomh gréasáin gov.ie.
- Maidir le roghnú nó earcú foirne agus a n-oiriúnacht chun oibriú le leanaí, comhlíonann an scoil ceanglais reachtúla grinnfhiosrúcháin Achtanna an Bhiúró Náisiúnta Grinnfhiosrúcháin (Leanaí agus Daoine Soghonta) 2012 go 2016 agus comhlíonann an scoil an treoir níos leithne maidir le dualgas cúraim a leagtar amach i gCiorcláin ghrinnfhiosrúcháin agus earcaíochta Garda a d'fhoilsigh an RO agus atá ar fáil ar shuíomh gréasáin gov.ie.
- Maidir le faisnéis, agus, nuair is gá, treoir agus oiliúint, a sholáthar don fhoireann i ndáil le tarlú díobhála a shainnítear (mar a shainmhínítear in Acht 2015) tá an méid a leanas déanta ag an scoil-
  - Chuir sí cóip de Ráiteas um Chumhdach Leanaí na scoile ar fáil do gach ball foirne
  - Cinntíonn sí go gcuirtear cóip de Ráiteas um Chumhdach Leanaí na scoile ar fáil do gach ball foirne nua
  - Spreagann sí baill foirne chun leas a bhaint as oiliúint ábhartha
  - Spreagann sí baill an Bhoird Bainistíochta chun leas a bhaint as oiliúint ábhartha
  - Coinníonn an Bord Bainistíochta taifid ar gach oiliúint ar bhaill foirne agus ar bhaill den Bhoird
- Maidir le Tús i ndáil le hábhair imní um chosaint leanaí a thuairisciú, ceanglaítear ar gach duine den phearsanra scoile na nósanna imeachta atá leagtha amach sna Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna

(athbhreithnithe 2023) a chomhlíonadh, lena n-áirítear i gcás múinteoirí cláraithe, iad siúd atá sainordaithe chun tuairisciú faoin Acht um Thús Áite do Leanaí 2015.

- Is daoine sainordaithe iad na múinteoirí cláraithe ar fad atá fostaithe ag an scoil faoin Acht um Thús Áite do Leanaí 2015.
- De réir an Achta um Thús Áite do Leanaí 2015 agus san Aguisín a ghabhann le Tús Áite do Leanaí (2019), rinne an Bord measúnú ar aon fhéidearthacht díobhála do leanbh agus é nó í ag freastal ar an scoil nó ag glacadh páirte i ngníomhaíochtaí scoile. Tá measúnú scríofa ina leagtar amach na réimsí riosca a sainaithníodh agus nósanna imeachta na scoile chun na rioscaí sin a bhainistiú san áireamh sa Ráiteas um Chumhdach Leanaí.
- Is féidir teacht ar na nósanna imeachta éagsúla dá dtagraítear sa Ráiteas seo ar shuíomh gréasáin na scoile, ar shuíomh gréasáin gov.ie nó cuirfear ar fáil iad arna iarraidh sin ag an scoil.

**Nóta:** Níl an méid thuas beartaithe mar liosta uileghabhálach. Áireoidh na Boird Bainistíochta aonair freisin sa chuid seo cibé nósanna imeachta/bearta eile atá ábhartha don scoil atá i gceist.

7. Foilsíodh an ráiteas seo ar shuíomh gréasáin na scoile agus cuireadh ar fáil é do gach ball de phearsanra na scoile, do Chumann na dTuismitheoirí (más ann dó) agus don phátrún. Tá sé inrochtana go héasca ag tuismitheoirí agus caomhnóirí ach é a iarraidh. Cuirfear cóip den Ráiteas seo ar fáil do Tusla agus don Roinn má iarrtar sin.
8. Déanfar an Ráiteas um Chumhdach Leanaí a athbhreithniú ar bhonn bliantúil nó a luaithe is indéanta tar éis athrú ábhartha a bheith ann in aon ábhar dá dtagraíonn an ráiteas seo.

Ghlac an Bord Bainistíochta an Ráiteas um Chumhdach Leanaí ar an 19/11/24.

Rinne an Bord Bainistíochta athbhreithniú ar an Ráiteas um Chumhdach Leanaí ar an 19/11/24.

Síniú: 

Cathaoirleach an Bhoird Bainistíochta

Síniú: 

An Príomhoide/Rúnaí an Bhoird Bainistíochta

Dáta: 19/11/24

## Riosca um Chumhdach Leanaí

### Measúnú Scríofa ar Riosca maidir le Scoil Chaitlín Maude

De réir alt 11 den Acht um Thús Áite do Leanaí 2015 agus de réir cheanglas Chaibidil 8 de na *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023)*, seo a leanas an Measúnú Riosca Scríofa ar [ainm na scoile].

#### 1. Liosta de ghníomhaíochtaí na scoile

Teacht agus imeacht laethúil na bpáistí

- Sosanna na bpáistí
- Múinteoireacht ranga
- Múinteoireacht duine ar dhuine
- Múinteoireacht lasmuigh
- Imeachtaí Spóirtiúil
- Turasanna scoile
- Turasanna scoile thar oíche
- Úsáid na leithris agus seomraí feistis
- Lá Spóirt bliantúil
- Imeachtaí ardú airgid le páistí
- Suíomhanna taobh amuigh den scoil
- Aire do pháistí le riachtannaisí oideachasúil speisialta
- Bainistiú iompar dúshlánach- srian a chur ar phaiste nuair is gá
- Leigheas a thabhairt
- Céad Cabhair a thabhairt
- Soláthar an churaclam OSPS, RSE, Fan Slán
- Bulaíocht a sheachaint agus tabhairt faoi bulaíocht
- Foireann na scoile a thraenáil in imeachtaí cumhdach leanaí
- Foireann seachtrach a úsáid chun cur leis an gcuraclam
- Foireann seachtrach a úsáid chun tacú le spóirt agus imeachtaí breis-churaclar eile
- Cúram do pháistí le riachtannaisí eile m.sh.
  - Páistí ó mionlach ciníoch
  - Baill den lucht Siúil
  - Páistí atá LADT

- Páistí atá LADT bhraite
- Páistí ó mhionlach creidmheach
- Páistí I gcúram
- Earcaíocht an fhoireann scoile, ina measc-
  - Múinteoirí/cúntóirí ranga
  - Fear aire/rúnaí/glantóirí
  - Oidí Spóirt
  - Múinteoirí seachtracha
  - Cúairteoirí i láthair i rith uaireanta scoile
  - Cúairteoirí i láthair tar éis uaireanta scoile
- Rannpháirtíocht na bpáistí i searmanaisí reiligiúnach
- Úsáid teiceolaíochta eolas sna ranganna
- Feidhmiú smachtbhannaí faoin gCód Iompar scoile
- Scoláirí ag déanamh taithí oibre sa scoil
- Úsáid físeáin/griangraifeanna/meáin eile chun imeachtaí agus ócáidí scoile a thaifid
- Úsáid iarscoile an láithreán scoile ag eagraíochtaí eile
- Úsáid an láithreáin scoile ag eagraíochtaí eile le linn an lae scoile
- Club Bricfeasta
- Cúram Iarscoile

## 2. Shainnithin an scoil an riosca díobhála a leanas maidir lena gníomhaíochtaí -

1. Cúram dhlúthphearsanta an pháiste do pháistí go dteastaíonn cabhair uathu (sa leithreas/nó ag ceachtanna snámha)
2. Cóimheas molta nuair atá grúpa ag fágail láithreáin na scoile
3. Scoláirí thaithí oibre
4. Páistí a éalaíonn ó chúram mhúinteora
5. Grianghraif agus meáin eile a choinneáil
6. Daoine éagsúla ag bailiú páistí
7. Úsáid iarscoile an fhoirgneamh ag eagraíochtaí seachtracha
8. Modhanna srianadh oiriúnacha
9. Daltaí a iompar i gcaranna an fhoireann
10. Trácht- teacht agus imeacht na bpáistí
11. Earraí isteach
12. Doirse
13. Staighre
14. Sábháilteacht tine
15. An dioscó scoile

3. Tá na nósanna imeachta a leanas i bhfeidhm ag an scoil chun dul aghaidh a thabhairt na rioscá díobhála a shainnítear sa mheasúnacht seo -

1. Cead a lorg ó na tuistí go bliantúil.
2. Múinteoir ranga agus duine breise. Ní ceart d'aon mhúinteoir a bheith leo féin taobh amuigh den scoil le rang iomlán.
3. An phacáiste/páipéireachas cuí a bheith faighte roimh a thosaíonn an scoláire ón scoil ina bhfuil siad féin ag freastal air. Nach mbeidh scoláirí thaithí oibre i mbun aon imeacht a bhaineann le páistí bunscoile ina n-aonair.
4. Cabhair a lorg chomh luath agus is féidir. Cine ag braith ar an eachtra, agus an múinteoir aireach faoin ngrúpa chomh maith leis an bpáiste a éalaíonn. Molta go gcuireadh aon mhúinteoir atá ag fágáil an fhoirgneamh le rang múinteoir eile a chur ar an eolas.
5. Iad a thrasnú go rialta chuig an cuntas múinteora Google Drive. Iad a scríosadh ansin ó uirlisí príomáideacha.
6. Bailíonn na té atá ainmnithe i bhfoirm sonraí pearsanta an pháiste. Má tá aon athrú ar seo, caithfear an t-eolas a roinnt leis an múinteoir ranga.
7. Nach mbéadh aon eagraíocht seachtrach ag úsáid an fhoirgneamh roimh 3i.n. Cúram faoi leith maidir le nótaí/fillteáin faoi pháistí.
8. Molta traenáil a aimsiú agus a cur ar fail.
9. Caithfidh an múinteoir cinntiú go bhfuil an t-árachas cuí acu roimh páistí a iompar (m.sh. Ráiteas go Cornmarket). Triúir páistí nó duine fásta agus páiste in éineacht leis an té atá ag tiomáint.
10. A) Lasmuigh den gheata- go ndéanfaidh chuile rang ceacht ar an bhóthar a thrasnú laistigh den eastáit faoin gcóras "Bí Slán" OSPS i Meán Fomhair gach bliain. A rá leis na páistí go gcaithfear trasnú leis an maor tráchta.  
B) Laistigh den gheata- Meabhrúcháin rialta faoin gcóras "fág agus bailigh" atá in úsáid sa láithreán scoile a chur amach chuig tuistí.
11. Dul i dteagmháil leis an oifig roimh theacht suas chuig an doras iontrála.
12. Doirse a choinneáil dúnta.
13. Siúlann gach duine ar chlé. Níl cead rith ná léim ar na staighre. Moltar nach n-iomprann páistí fearas thuas nó thíos na staighre- an ardaitheoir a úsáid sa chás sin.
14. Go mbéadh druil tuine ann ar a laghad uair sa téarma.
15. Go bhfuil Garda vetting ag na tuistí a chabhraíonn. Nach féidir le páistí an halla a fhágáil gan duine fásta. Beirt dhuine fásta i bhfeighil na leithris.

**Nóta Tábhachtach:** Ba cheart a thabhairt faoi deara gur ionann riosca i gcomhthéacs an mheasúnaithe riosca seo agus an riosca "díobhála" mar a shainmhínítear san Acht um Thús Áite do Leanaí 2015 agus ní riosca ginearálta sláinte agus sábháilteachta. Tá an sainmhíniú ar dhíobháil leagtha amach i gCaibidil 4 de na *Nósanna Imeachta*

*um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna  
(athbhreithnithe 2023)*

Agus an measúnú riosca seo á dhéanamh aige, rinne an bord bainistíochta a dhícheall na rioscaí díobhála atá ábhartha don scoil seo a shainaithint agus a chinntiú go bhfuil nósanna imeachta leordhóthanacha i bhfeidhm chun gach riosca a shainaithnítear a bhainistiú. Cé nach féidir gach riosca díobhála a thuar agus a bhaint, tá na nósanna imeachta atá liostaithe sa mheasúnú riosca seo i bhfeidhm ag an scoil chun riosca a bhainistiú agus a laghdú a mhéad is féidir.

Tá an measúnú riosca seo curtha i gcrích ag an mBord Bainistíochta ar an ..... [dáta]. Déanfar é a athbhreithniú mar chuid d'athbhreithniú bliantúil na scoile ar a Ráiteas um Chumhdach Leanaí.

Síniú :



Dáta: 19/11/24

An Cathaoirleach, An Bord Bainistíochta

Síniú :



Dáta: 19/11/24

An Príomhoide/Rúnaí an Bhoird Bainistíochta

### **Samplaí de ghníomhaíochtaí, rioscaí agus nósanna imeachta**

Cuirtear na samplaí atá liostaithe sa doiciméad seo ar fáil chun cabhrú le scoileanna a measúnú riosca a dhéanamh faoin Acht um Thús Áite do Leanaí 2015. Ba chóir do scoileanna a thabhairt faoi deara nach bhfuil sé i gceist go mbeadh an liosta samplaí seo uileghabhálach. Tá sé de fhreagracht ar gach scoil a chinntiú, a mhéad is féidir, go ndéantar aon rioscaí agus nósanna imeachta eile atá ábhartha dá cúinsí áirithe féin a shainaithint agus a shonrú sa mheasúnú riosca i scríbhinn agus go bhfuil nósanna imeachta leordhóthanacha i bhfeidhm chun aghaidh a thabhairt ar gach riosca a shainaithnítear.

Aithnítear go bhfuil réimse beartas, cleachtas agus nósanna imeachta i bhfeidhm cheana féin ag scoileanna chun an riosca díobhála do leanaí a mhaolú agus iad ag glacadh páirte i ngníomhaíochtaí na scoile agus go mbeidh rioscaí díobhála íseal nó íosta ag baint le roinnt gníomhaíochtaí scoile i gcomparáid le gníomhaíochtaí eile. I gcomhthéacs an mheasúnaithe riosca a chaithfidh scoileanna a dhéanamh, tagraítear san Acht um Thús Áite do Leanaí, 2015 do riosca mar “aon fhéidearthacht le haghaidh díobhála”. Dá bhrí sin, is tábhachtach, mar chuid dá próiseas measúnaithe riosca, go ndéanann gach scoil a gcuid gníomhaíochtaí éagsúla a liostú agus a athbhreithniú (lena n-áireofar iad siúd a bhféadfadh riosca íseal díobhála a bheith ag baint leo a shainaithint chomh maith leo siúd a bhfuil rioscaí díobhála níos airde ag baint leo). Tríd an méid sin a dhéanamh cabhrófar leis an scoil (1) aon rioscaí

díobhála a d'fhéadfadh a bheith ann maidir le gníomhaíochtaí na scoile a shainithint, mar a cheanglaítear faoin Acht um Thús Áite do Leanaí, (2) leordhóthanacht na nósanna imeachta éagsúla atá ann cheana a shainithint agus a mheas chun na rioscaí díobhála sin a bhainistiú agus (3) aon nósanna imeachta breise a shainithint agus a chur i bhfeidhm a mheastar a bheith riachtanach chun aon riosca a shainithnítear a bhainistiú.

Soiléirítear san Aguisín a ghabhann le Tús Áite do Leanaí: Treoir Náisiúnta um Chosaint agus Leas Leanaí a foilsíodh i mí Eanáir 2019 gur cheart d'eagraíochtaí a sholáthraíonn seirbhísí ábhartha do leanaí smaoineamh ar shaincheist shonrach na sábháilteachta ar líne agus a measúnú riosca á dhéanamh acu agus a Ráiteas um Chumhdach Leanaí á ullmhú.

Sa Treoir maidir le Leanúnachas na Scolaíochta tugtar comhairle do bhunscoileanna agus d'iar-bhunscoileanna (Aibreán 2020) maidir leis an tábhacht a bhaineann le múinteoirí úsáid shábháilte agus eiticíúil as an idirlíon a choinneáil le linn na cianfhoghlama agus cabhrú le tuismitheoirí agus caomhnóirí a bheith feasach ar a ról freisin. Ba chóir do scoileanna a chinntiú go gcuireann a mBeartas um Úsáid Inghlactha (BUI) bonn eolais faoi ghníomhaíochtaí cianfhoghlama.

Nóta Tábhachtach: Ba cheart a thabhairt faoi deara gur ionann riosca i gcomhthéacs an mheasúnaithe riosca seo an riosca "díobhála" mar a shainmhínítear é san Acht um Thús Áite do Leanaí, 2015 agus ní mar riosca ginearálta sláinte agus sábháilteachta. Tá an sainmhíniú ar dhíobháil leagtha amach i gcaibidil 4 de na Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023).

### **Samplaí de Gníomhaíochtaí Scoile**

- Teacht isteach agus imeacht na ndaltaí go laethúil
- Sosanna áineasa do dhaltaí
- Teagasc sa seomra ranga
- Teagasc duine le duine
- Tacaíocht foghlama duine le duine
- Comhairleoireacht duine le duine
- Gníomhaíochtaí teagasc lasmuigh
- Teagasc agus foghlaim ar líne ar bhonn cianda
- Gníomhaíochtaí Spóirt
- Turais scoile
- Turais scoile lena mbaineann fanacht thar oíche
- Turais scoile lena mbaineann taisteal eachtrach
- Úsáid limistéar na leithreas/na seomraí feistis/na gcithfholcadán i scoileanna
- Áiseanna cónaithe a sholáthar do chónaitheoirí
- Lá Spóirt Bliantúil
- Imeachtaí tiomsaithe airgid ina mbíonn daltaí páirteach
- Úsáid áiseanna lasmuigh den láthair le haghaidh gníomhaíochtaí scoile
- Socruithe iompair scoile lena n-áirítear coimhdeachtaí bus a úsáid



- Cúram leanaí a bhfuil riachtanais speisialta oideachais acu, lena n-áirítear dlúthchúram pearsanta nuair is gá,
- Cúram a thabhairt d'aon scoláire leochaileach, lena n-áirítear dlúthchúram pearsanta nuair is gá
- Iompar dúshlánach a bhainistiú i measc daltaí, lena n-áirítear srianadh a úsáid go cuí nuair is gá
- Bainistíocht ar sholáthar bia agus dí
- Riar Leigheas
- Riarachán ar Gharchabhair
- Soláthar curaclaim maidir le OSPS, OCG, Bheith Sábháilte
- Cosc ar an mbulaíocht agus déileáil léi i measc na ndaltaí
- Pearsanra scoile a oiliúint i gcúrsaí um chosaint leanaí
- Pearsanra seachtrach a úsáid chun cur leis an gcuraclam
- Pearsanra seachtrach a úsáid chun tacú le spóirt agus le gníomhaíochtaí seach-churaclaim eile
- Cúram do dhaltaí a bhfuil leochaileachtaí/riachtanais shonracha orthu amhail
- Daltaí mionlaigh eitneacha/imircigh
- Le haghaidh daoine den lucht taistil.
- Leanaí leispiacha, aeracha, déghnéasacha nó trasinsneacha (LADT)
- Daltaí a mheastar a bheith ina LADT
- Daltaí de chreideamh reiligiúnach mionlaigh
- Leanaí atá faoi chúram
- Leanaí ar an gCóras Fógartha um Chosaint Leanaí
- Leanaí a bhfuil riachtanais mhíochaine acu
- Pearsanra scoile a earcú lena n-áirítear -
- Múinteoirí/CRSanna
- Airíoch/Rúnaí/Glantóirí
- Cóitseálaithe spóirt
- Teagascóirí Seachtracha/Aoi-Chainteoirí
- Oibrithe Deonacha/Tuismitheoirí i ngníomhaíochtaí scoile
- Cuairteoirí/conraitheoirí ar scoil le linn uaireanta scoile
- Cuairteoirí/conraitheoirí i láthair le linn gníomhaíochtaí tar éis scoile
- Rannpháirtíocht na ndaltaí i searmanais reiligiúnacha/teagasc reiligiúnach lasmuigh den scoil
- Úsáid Theicneolaíocht na Faisnéise agus Cumarsáide ag daltaí ar scoil, na meáin shóisialta san áireamh
- Smachtbhannaí a chur i bhfeidhm faoi Chód Iompair na scoile lena n-áirítear daltaí a choinneáil istigh, fóin a choigistiú etc.
- Scoláirí atá rannpháirteach in eispéireas oibre sa scoil
- Scoláirí ón scoil atá rannpháirteach in eispéireas oibre in áiteanna eile
- Múinteoirí faoi oiliúint atá ag tabhairt faoi shocrúchán oiliúna ar scoil

- Físeán/grianghrafadóireacht/meáin eile a úsáid chun imeachtaí scoile a thaifeadadh
- Úsáid áitribh scoile ag eagraíochtaí eile
- Eagraíocht eile ag úsáid áitribh scoile i rith an lae scoile
- Club bricfeasta
- Club obair bhaile/staidéar tráthnóna

### **Samplaí de Rioscaí Díobhála**

- Riosca díobhála nach n-aithníonn pearsanra na scoile
- Riosca gan díobháil a thuairisciú go cuí agus go pras ag pearsanra na scoile
- Riosca go ndéanfadh ball de phearsanra na scoile díobháil do leanbh sa scoil
- An baol go ndéanfadh leanbh eile díobháil do leanbh sa scoil
- An baol go ndéanfadh oibrí deonach nó cuairteoir sa scoil díobháil do leanbh sa scoil
- An baol go ndéanfadh ball de phearsanra na scoile, ball foirne 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
- Riosca díobhála mar gheall ar úsáid mhíchuí a bhaint as ardán cumarsáide cianda teagaisc agus foghlama ar líne mar dhuine gan chuireadh ag rochtain an naisc ceachta, daltaí á bhfágáil gan mhaoirsiú ar feadh tréimhsí fada ama i seomraí ar leithligh
- Riosca díobhála mar gheall ar bhulaíocht linbh
- Riosca díobhála mar gheall ar chiníochas
- Riosca díobhála mar gheall ar mhaoirseacht neamhleor ar leanaí ar scoil
- Riosca díobhála mar gheall ar mhaoirseacht neamhleor ar leanaí agus iad ag freastal ar ghníomhaíochtaí lasmuigh den scoil
- Riosca díobhála mar gheall ar chaidreamh/cumarsáid mhíchuí idir leanbh agus leanbh nó duine fásta eile
- Riosca díobhála mar gheall ar leanaí rochtain a fháil go míchuí ar ríomhairí, na meáin shóisialta, fóin agus gairis eile agus iad ar scoil
- Riosca díobhála do leanaí RSO a bhfuil leochaileachtaí ar leith orthu, lena n-áirítear leochaileachtaí míochaine
- Riosca díobhála do leanbh agus leanbh faoi chúram pearsanta
- Riosca díobhála mar gheall ar chód iompair neamhleor
- Riosca díobhála i gcás teagaisc, comhairleoireachta, cóitseála duine le duine
- Riosca díobhála mar gheall ar bhall de phearsanra scoile cumarsáid a dhéanamh le daltaí ar bhealach míchuí trí na meáin shóisialta, téacsáil, ar ghléas digiteach nó ar bhealach eile
- Riosca díobhála de dheasca ball pearsanra scoile rochtain/scaipeadh a dhéanamh ar ábhar míchuí trí na meáin shóisialta, téacsáil, ar ghléas digiteach nó ar bhealach eile.

## Samplaí de Nósanna Imeachta chun aghaidh a thabhairt ar rioscaí díobhála

- Cuirtear cóip de *Ráiteas um Chumhdach Leanaí* de chuid na scoile ar fáil do phearsanra uile na scoile
- Cuirtear na *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023)* ar fáil do phearsanra uile na scoile
- Ceanglaítear ar Phearsanra na *Nósanna Imeachta um Chosaint Leanaí do Bhunscoileanna agus d'Iar-Bhunscoileanna (athbhreithnithe 2023)* a chomhlíonadh agus éilítear ar gach ball foirne cláraithe an tAcht um Thús Áite do Leanaí 2015 agus an tAguisín a ghabhann leis (2019) a chomhlíonadh
- Cuireann an scoil an Clár maidir le Fanacht Sábháilte chun feidhme go hiomlán
- Cuireann an scoil curaclam OSPS chun feidhme go hiomlán
- Cuireann an scoil an Clár Folláine ag an tSraith Shóisearach chun feidhme go hiomlán
- Tá Beartas Frithbhulaíochta ag an scoil lena gcomhlíontar go hiomlán riachtanais Pholasaithe na Roinne maidir le *Nósanna Imeachta Frithbhulaíochta do Bhunscoileanna agus d'Iar-Bhunscoileanna*
- Tugann an scoil faoi thionscnaimh feasachta frithchiníochais
- Tá polasaí maoirseachta clóis/clós súgartha ag an scoil chun maoirseacht chuí ar leanaí a chinntiú le linn teacht le chéile, imeacht óna chéile agus le linn sosanna agus maidir le limistéir ar leith amhail leithris, seomraí feistis etc.
- Tá polasaí agus nósanna imeachta soiléire i bhfeidhm ag an scoil maidir le turais scoile
- Tá polasaí sláinte agus sábháilteacht ag an scoil
- Comhlíonann an scoil riachtanais na reachtaíochta maidir le grinnfhiosrúcháin Garda agus ciorcláin ábhartha RO i ndáil le hearcaíocht agus grinnfhiosrúcháin Garda
- Tá cóid iompair ag an scoil do phearsanra scoile (foireann teagaisc agus neamhtheagaisc)
- Comhlíonann an scoil na nósanna imeachta araíonachta comhaontaithe don fhoireann teagaisc
- Tá polasaí um Riachtanas Oideachais Speisialta ag an scoil
- Tá beartas/plean maidir le dlúthchúram pearsanta ag an scoil maidir le daltaí a dteastaíonn cúram den sórt sin uathu
- Tá beartas agus nósanna imeachta i bhfeidhm ag an scoil chun cógais a thabhairt do dhaltaí
- Maidir leis an scoil:
  - Chuir sí cóip de *Ráiteas um Chumhdach Leanaí* na scoile ar fáil do gach ball d'fhoireann na scoile
  - Cinntíonn sí go gcuirtear cóip de *Ráiteas um Chumhdach Leanaí* na scoile ar fáil do gach ball foirne nua
  - Spreagann sí baill foirne chun leas a bhaint as oiliúint ábhartha

- Spreagann sí baill an bhoird bainistíochta leas a bhaint as oiliúint ábhartha
- Coinníonn sí taifid ar gach oiliúint foirne agus ball boird
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil chun Garchabhair a riar
- Tá cód iompair i bhfeidhm ag an scoil do dhaltaí
- Tá Polasaí Úsáide Inghlactha i bhfeidhm ag an scoil, lena n-áirítear soláthar teagaisc agus foghlama ar líne ar bhonn cianda, agus tá an beartas sin curtha in iúl do thuismitheoirí
- Tá beartas i bhfeidhm ag an scoil lena rialaítear úsáid fóin chliste agus gairis táibléad sa scoil ag daltaí de réir chiorclán 38/2018
- Tá Plean Bainistíochta um Theagmhais Chriticiúla i bhfeidhm ag an scoil
- Tá polasaí maidir le Teagmhálaí Baile agus Scoile agus nósanna imeachta gaolmhara i bhfeidhm ag an scoil
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil chun daoine seachtracha a úsáid chun seachadadh an churaclaim a fhorlíonadh
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil chun cóitseálaithe spóirt seachtracha a úsáid
- Tá polasaí agus nósanna imeachta soiléire i bhfeidhm ag an scoil le haghaidh gníomhaíochtaí teagaisc duine le duine
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil le haghaidh comhairleoireachta duine le duine
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil maidir le socrúcháin d'ábhair mhúinteoirí
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil maidir le mic léinn atá i mbun taithí oibre sa scoil
- Tá polasaí agus nósanna imeachta i bhfeidhm ag an scoil maidir le daltaí na scoile atá i mbun taithí oibre in eagraíochtaí seachtracha.

**Seicliosta le haghaidh Athbhreithnithe ar an Ráiteas um Chumhdach Leanaí  
Scoil Chaitlín Maude**



Ceanglaítear ar an mBord Bainistíochta leis na *Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)* go gcaithfidh an Bord Bainistíochta athbhreithniú a dhéanamh ar a Ráiteas um Chumhdach Leanaí agus go n-úsáidfear an seicliosta seo a leanas chun na críche sin. **Ní mór an t-athbhreithniú a thabhairt i gcrích gach bliain ní chomh luath agus is féidir ar bhonn praiticiúil tar éis d'aon athrú ábhartha a bheith tagtha ar rud ar bith a bhaineann leis an Ráiteas um Chumhdach Leanaí.** Cinnteofar freisin le tabhairt faoi athbhreithniú bliantúil go gcomhlíonfaidh scoil a hoibleagáid reachtúil faoi alt 11(8) den Acht um Thús Áite do Leanaí 2015, athbhreithniú a dhéanamh ar a Ráiteas um Chumhdach Leanaí gach aon dhá bhliain.

Ceapadh an seicliosta mar chabhair d'fhonn tabhairt faoin athbhreithniú sin agus níl sé beartaithe mar liosta uileghabhálach de na saincheisteanna atá le breithniú. Áireofar ar Bhoird Bainistíochta aonair míreanna eile a chur san áireamh sa seicliosta a bhaineann leis an scoil atá i gceist.

Mar chuid den phróiseas athbhreithnithe foriomlán, ba cheart do Bhoird Bainistíochta polasaithe, nósanna imeachta, cleachtais agus gníomhaíochtaí ábhartha scoile a mheas i leith a gcomhlíonadh le prionsabail an chleachtais is fearr maidir le cumhdach agus leas leanaí mar atá leagtha amach i Ráiteas um Chumhdach Leanaí na scoile, san Acht um Thús Áite do Leanaí 2015, san Aguisín a ghabhann le Tús Áite do Leanaí (2019) agus sna *Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)*.

1. Ar ghlac an Bord go foirmiúil le Ráiteas um Chumhdach Leanaí de réir na <i>Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)</i> ?	Ghlac
2. An bhfuil an Bord sásta go bhfuil an Ráiteas um Chumhdach Leanaí ar taispeáint in áit fheiceálach gar do phríomhbhealach isteach na scoile?	Tá

<p>3. Mar chuid de Ráiteas um Chumhdach Leanaí na scoile, ar ghlac an Bord go foirmiúil, gan aon mhodhnú, leis na <i>Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)</i>?</p>	<p>Ghlac</p>
<p>4. An bhfuil measúnú i scríbhinn maidir le riosca mar atá riachtanach faoin Acht um Thús Áite do Leanaí 2015 i Ráiteas um Chumhdach Leanaí na scoile? (Áirítear leis seo breithniú a dhéanamh ar shaincheist shonrach na sábháilteachta ar líne mar a cheanglaítear san Aguisín a ghabhann le Tús Áite do Leanaí)</p>	<p>Tá</p>
<p>5. An ndearna an Bord athbhreithniú agus nuashonrú nuair is gá ar an measúnacht scríofa ar riosca mar chuid den athbhreithniú foriomlán seo?</p>	<p>Rinne</p>
<p>6. Ar cuireadh san áireamh sa Mheasúnú Riosca an riosca díobhála a bhaineann le teagasc agus foghlaim ar líne ar bhonn cianda?</p>	<p>Chuir</p>
<p>7. Ar fhreastail an Duine Idirchaidrimh Ainmnithe ar an oiliúint um chosaint leanaí atá ar fáil?</p>	<p>Ag freastal</p>
<p>8. Ar fhreastail an leas-Duine Idirchaidrimh Ainmnithe ar an oiliúint um chosaint leanaí atá ar fáil?</p>	<p>Ag freastal</p>
<p>9. Ar fhreastail aon bhaill den Bhord ar oiliúint um chosaint leanaí?</p>	<p>D'fhreastail</p>
<p>10. An bhfuil Duine Idirchaidrimh Ainmnithe agus leas-Duine Idirchaidrimh Ainmnithe ceaptha faoi láthair?</p>	<p>Tá</p>
<p>11. An bhfuil na sonraí teagmhála ábhartha (Tusla agus An Garda Síochána) ar fáil?</p>	<p>Tá</p>

<p>12. An bhfuil socruithe i bhfeidhm ag an mBord chun Ráiteas um Chumhdach Leanaí na scoile a chur in iúl do phearsanra nua scoile?</p>	<p>Tá</p>
<p>13. An bhfuil an Bord sásta go bhfuil pearsanra uile na scoile curtha ar an eolas faoina bhfreagrachtaí faoi na <i>Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)</i> agus faoin Acht um Thús Áite do Leanaí 2015?</p>	<p>Tá</p>
<p>14. An bhfuair an Bord Tuarascáil Mhaoirseachta um Chosaint Leanaí (TMCL) ón bPríomhoide ag gach cruinniú Boird a tionóladh ó rinneadh an t-athbhreithniú deireanach?</p>	<p>Fuair</p>
<p>15. Ó rinne an Bord an t-athbhreithniú deireanach, ar áiríodh an fhaisnéis ar fad a bhí faoi cheangal sa TMCL faoi gach ceann de na 4 cheannteideal a leagtar amach in ailt 9.5 go 9.8 agus an dá alt sin san áireamh, sna nósanna imeachta?</p>	<p>Áiríodh</p>
<p>16. Ó rinne an Bord an t-athbhreithniú deireanach, ar soláthraíodh na doiciméid ar fad don Bhord agus ar athbhreithnigh an Bord gach doiciméad a bhaineann leis an TMCL?</p>	<p>Soláthraíodh D'athbhreithnigh</p>
<p>17. An bhfuil an Bord sásta go bhfuil na taifid a tugadh don bhord bainistíochta le déanamh anaithnid agus le leasú de réir mar is gá lena chinntiú nach n-ainmneofar aon duine de na leanaí ná páirtithe ar bith eile, an ball foirne scoile lena mbaineann an t-ábhar inní nó an tuairisc san áireamh.</p>	<p>Tá</p>
<p>18. Ó rinne an Bord an t-athbhreithniú deireanach, an ndearnadh taifead mar is cuí i miontuairiscí gach cruinniú Boird ar na taifid a cuireadh ar fáil don Bhord mar chuid de thuarascáil TMCL?</p>	<p>Rinneadh</p>
<p>19. An dearnadh tuarascáil TMCL a thairfeadh go cuí i miontuairiscí gach cruinniú Boird?</p>	<p>Rinneadh</p>

<p>20. An bhfuil an Bord sásta gur leanadh na nósanna imeachta um chosaint leanaí go cuí maidir le tuairiscí a dhéanamh chuig Tusla/An Garda Síochána i ngach cás a ndearnadh athbhreithniú air?</p>	<p>Tá</p>
<p>21. An bhfuil an Bord sásta, ó rinneadh an t-athbhreithniú deireanach, go bhfuiltear ag déanamh gach beart iomchuí nó go ndearnadh gach beart iomchuí i leith aon bhall de phearsanra na scoile a ndearnadh líomhain mí-úsáide nó faillí ina c(h)oinne?*</p>	<p>Tá</p>
<p>22. Nuair ab infheidhme, ar úsáideadh aitheantóirí uathúla chun cúrsaí um chosaint leanaí a thaifeadh i miontuairiscí an Bhoird?</p>	<p>Úsáideadh</p>
<p>23. An bhfuil an Bord sásta go ndéantar gach taifead a bhaineann le cosaint leanaí a chomhdú agus a stóráil go sábháilte?</p>	<p>Tá</p>
<p>24. Ar chuir aon tuismitheoir in iúl don Bhord maidir leis an tuismitheoir sin nach bhfuair an fógra caighdeánach a cheanglaítear faoi alt 5.6 de na <i>Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)</i>?</p>	<p>Níor chuir</p>
<p>25. Maidir le haon chásanna a sainaitníodh i gceist 20 thuas, ar chinntigh an Bord gur eisigh an Duine Idirchaidrimh Ainmnithe aon fhógraí a cheanglaítear faoi alt 5.6 de na <i>Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)</i> ina dhiaidh sin?</p>	<p>Chinntigh</p>
<p>26. Ar chinntigh an Bord gur soláthraíodh Ráiteas um Chumhdach Leanaí na scoile do Chumann na dTuismitheoirí (más ann dó)?</p>	<p>Chinntigh</p>
<p>27. Ar chinntigh an Bord go bhfuil Ráiteas um Chumhdach Leanaí na scoile curtha ar fáil don phátrún?</p>	<p>Chinntigh</p>



28. Ar chinntigh an Bord go bhfuil Ráiteas um Chumhdach Leanaí na scoile ar fáil do thuismitheoirí arna iarraidh sin?	Chinntigh
29. Ar chinntigh an Bord go gcuirtear an clár Fan Sábháilte chun feidhme go hiomlán sa scoil? (baineann sé seo le bunscoileanna)	Chinntigh
30. Ar chinntigh an Bord go gcuirtear an Clár Folláine do dhaltaí na Sraithe Sóisearaí chun feidhme ina iomláine sa scoil? (baineann sé seo le hiar-bhunscoileanna)	
31. Ar chinntigh an Bord go gcuirtear curaclam OSPS chun feidhme go hiomlán sa scoil?	Chinntigh
32. An bhfuil an Bord sásta gur comhlíonadh na ceanglais reachtúla maidir le Grinnfhiosrúchán an Gharda Síochána maidir le pearsanra uile na scoile (fostaithe agus saorálaithe)? *	Tá
33. An bhfuil an Bord sásta gur comhlíonadh ceanglais na Roinne maidir le dearbhú reachtúil a bhaineann le cosaint leanaí agus an cineál gealltanais comhghaolmhar a sholáthar maidir le daoine a cheaptar i bpoist teagaisc agus neamhtheagaisc?*	Tá
34. An bhfuil an Bord sásta, ó thaobh cosaint leanaí de, go gcuireann an scoil nósanna imeachta earcaíochta agus roghnúcháin críochnúla i bhfeidhm maidir le pearsanra uile na scoile (fostaithe agus saorálaithe)?*	Tá
35. An ndearna an Bord breithniú agus ar thug sé aghaidh ar aon ghearáin nó moltaí ó thaobh feabhsúcháin maidir le Ráiteas um Chumhdach Leanaí na scoile?	Rinne
36. Ar lorg an Bord aiseolas ó thuismitheoirí maidir le comhlíonadh na scoile leis na ceanglais a bhaineann le cumhdach leanaí mar atá de réir na	

<i>Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna (athbhreithnithe 2023)?</i>	
37. Ar lorg an Bord aiseolas ó dhaltáí maidir leis na socruithe um chumhdach leanaí atá ag an scoil?	
38. An bhfuil an Bord sásta go bhfuil na 'Nósanna Imeachta um Chumhdach Leanaí do Bhunscoileanna agus Iar-Bhunscoileanna 2017' á gcur chun feidhme go hiomlán agus go leordhóthanach ag an scoil?	Tá
39. Ar shainaithe an Bord aon ghné de Ráiteas um Chumhdach Leanaí na scoile agus/nó a chur chun feidhme a dteastaíonn tuilleadh feabhais orthu?	Shainaithe
40. An bhfuil plean gníomhaíochta curtha i bhfeidhm ag an mBord ina bhfuil amlínte iomchuí luaite chun aghaidh a thabhairt ar na gnéithe sin de Ráiteas um Chumhdach Leanaí na scoile agus/nó a chur chun feidhme a sainaitheodh a dteastaíonn tuilleadh feabhais orthu?	Tá
41. Ar chinntigh an Bord gur tugadh aghaidh go leordhóthanach ar aon réimsí le feabhsú mar a sainaitheodh iad in aon athbhreithniú roimhe seo ar Ráiteas um Chumhdach Leanaí na scoile?	Chinntigh

\* I scoileanna ina bhfuil an Bord Oideachais agus Oiliúna (BOO) mar fhostóir is ar an BOO lena mbaineann atá an fhreagracht riachtanais an fhostóra a chomhlíonadh. I gcásanna den sórt sin, ba cheart an cheist seo a chomhlánú tar éis dul i gcomhairle leis an BOO.

Síniú :  Dáta: 19/11/24  
An Cathaoirleach, An Bord Bainistíochta

Síniú :  Dáta: 19/11/24  
An Príomhoide/Rúnaí an Bhoird Bainistíochta

**Nóta** : I gcás ina bhfuil scoil atá ag tabhairt faoina céad athbhreithniú, glacfar le tagairtí sa seicliosta seo don “athbhreithniú deireanach” chun tagairt a dhéanamh don dáta ar cuireadh an Ráiteas um Chumhdach Leanaí i bhfeidhm den chéad uair.

## Child Safeguarding Statement and Risk Assessment Template



### Child Safeguarding Statement

**Scoil Chaitlín Maude** is a primary school providing primary education to pupils from Junior Infants to Sixth Class.

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 \(2019\)](#), the [Child Protection Procedures for Primary and Post-Primary Schools \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of **Scoil Chaitlín Maude** has agreed the Child Safeguarding Statement set out in this document.

1. The Board of Management has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* as part of this overall Child Safeguarding Statement
2. The Designated Liaison Person (DLP) is **Fíona O Fiaich**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Áine Ní Fhaogáin**
4. The Relevant Person is **Fíona O Fiaich**

*(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)*

5. The Board of Management 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.

6. 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie 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 Department of Education and available on the gov.ie 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.

- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), 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 included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

7. 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.
8. 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 19/11/24.

This Child Safeguarding Statement was reviewed by the Board of Management on 19/11/24.

Signed:



Chairperson of Board of Management

Signed:



Principal/Secretary to the Board of Management

Date: 19/11/24

## Child Safeguarding Risk Assessment



### Written Assessment of Risk of Scoil Chaitlín Maude

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, the following is the Written Risk Assessment of Scoil Chaitlín Maude.

#### 1. List of school activities

Children's daily arrival and leaving  
Break Times  
Classroom Teaching  
Individual teaching  
External teaching  
Sporting Activities  
School Tours  
Overnight School Tours  
Use of bathrooms and changing rooms  
Sports Days  
Fundraising Activities with children  
Activities on sites outside of school  
Care of children with additional needs  
Management of challenging behaviour  
Administration of medicine  
Administration of First Aid  
Provision of SPHE curriculum  
Anti-bullying procedures and dealing with bullying incidents  
Staff training for child protection procedures  
Outside agencies/staff who teach parts of the curriculum  
Outside agencies/staff who provide sports and other extra-curricular activities  
Care of children with other needs e.g.  
- Children of minority ethnicity  
- Members of the Traveller community

- LGBTQA children
- Children perceived as LGBTQA
- Children of minority religions
- Children in care

Recruitment of staff, including-

- Teachers and Special Needs Assistants
- Janitor/secretary/cleaners
- Sport teachers
- External teachers
- Visitors during school hours
- Visitors after-hours

Participation of children in religious ceremonies

Use of IT in the classes

Sanctions as part of the school's Code of Behaviour

Students doing Work Experience in the school

The use of photography/video and other multimedia to record school activities and events

The use of the school building/site after hours by other organisations

The use of the school building/site during school hours by other organisations

Breakfast Club

After School care

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

3. Personal care of children who need additional help (in the bathroom or at swimming lessons)
4. Recommended pupil:staff ratio when leaving the school
5. Work Experience students
6. Children who escape the teacher's care
7. Storage and retention of photographs and other media
8. Different people collecting children
9. The use of the school building/site after school hours by external agencies/groups
10. Appropriate use of restraint
11. Children being driven in staff cars
12. Traffic during entry and egress from school
13. Delivery of goods
14. Doors
15. Stairs
16. Fire Safety
17. The school disco

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

1. Written permission from parents
2. Class teacher and additional staff member. No teacher should be left alone with a whole class outside of the school grounds.
3. Appropriate paperwork received from the school which the student attends in advance of their starting work experience. Work experience students will not be alone with pupils.
4. Seek help as soon as possible. Decision dependent on the incident and the teacher will be aware of the group/class as well as the child who escapes. The teacher will let another teacher know immediately if a child escapes their care and they need to leave the building.
5. Photographs and other media to be stored on the teacher's account on Google Drive and deleted from personal devices.
6. People who collect the child will be named on the personal details form. The class teacher should be informed of any change to this.
7. That external agencies/groups will not sue the building before 3pm. That teachers will take extra care regarding folders and notes on children.
8. Identify and access appropriate training
9. The teacher should ensure that they have appropriate insurance before giving lifts to children (m.sh. Ráiteas go Cornmarket). Three children or an extra adult with the child who is being driven.
10. A) Outside of the gate- that every class will complete a road safety module "Bí Slán" SPHE every September. The children will be told that they must cross at the traffic warden.  
B) Inside the gate- Regular reminder to parents that we use a "drop and go" system when leaving children.
11. Contact the office before coming to the entry.
12. Keep doors closed.
13. Everyone walks on the left. No running or jumping on the stairs. Children shouldn't carry items up and down stairs- use the lift where necessary.
14. Fire drill each term.
15. That parents who help out are Gara vetted. That children may not leave the hall without an adult. Two adults supervising the toilets.



**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 (revised 2023)*

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.

### **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. 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 (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to *Children First: National Guidance for the Protection and Welfare of Children* 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.

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.

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 (revised 2023)*.

### **Examples of School Activities**

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Online teaching and learning remotely
- Sporting activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for boarders
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus escorts
- Care of children with special educational needs, including intimate care where needed,
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Management of provision of food and drink
- 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 Tusla's Child Protection Notification System (CPNS)
- Children with medical needs
- Recruitment of school personnel including -
- Teachers/SNAs
- 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
- Participation by pupils in religious ceremonies/religious instruction external to the school
- Use of Information and Communication Technology by pupils in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- 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
- Breakfast club
- Homework club/evening study

### **Examples of Risks of Harm**

- 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 inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of child
- Risk of harm due to racism
- 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, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- 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 an inappropriate 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

### **Examples of Procedures to address risks of harm**

- 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 (revised 2023)* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- The school implements in full the Stay Safe Programme
- 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 undertakes anti-racism awareness initiatives
- 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 DE circulars in relation to recruitment and Garda vetting
- The school has a codes of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- 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
- 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 an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tablet devices in the school by pupils as per circular 38/2018
- 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

## **Mandatory Template 2: Checklist for Review of the Child Safeguarding Statement**

The [Child Protection Procedures for Primary and Post-Primary Schools \(revised 2023\)](#) require that the Board of Management must undertake a review of its Child Safeguarding Statement and that the following checklist shall be used for this purpose. **The review must be completed every year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers.** Undertaking an annual review will also ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement every two years.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list of the issues to be considered. Individual Boards of Management shall include other items in the checklist that are of relevance to the school in question.

As part of the overall review process, Boards of Management should also assess relevant school policies, procedures, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015, the Addendum to Children First (2019) and the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*.

	<b>Yes/No</b>
1. Has the Board formally adopted a Child Safeguarding Statement in accordance with the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
2. Is the Board satisfied that the Child Safeguarding Statement is displayed in a prominent place near the main entrance to the school?	Yes
3. As part of the school's Child Safeguarding Statement, has the Board formally adopted, without modification, the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> ?	Yes
4. Does the school's Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the Addendum to Children First)	Yes

5. Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	Yes
6. Has the Risk Assessment taken account of the risk of harm relevant to online teaching and learning remotely?	Yes
7. Has the DLP attended available child protection training?	Yes
8. Has the Deputy DLP attended available child protection training?	Yes
9. Have any members of the Board attended child protection training?	Yes
10. Has the school appointed a DLP and a Deputy DLP?	Yes
11. Are the relevant contact details (Tusla and An Garda Síochána) to hand?	Yes
12. Has the Board arrangements in place to communicate the school's Child Safeguarding Statement to new school personnel?	Yes
13. Is the Board satisfied that all school personnel have been made aware of their responsibilities under the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> and the Children First Act 2015?	Yes
14. Has the Board received a Principal's Child Protection Oversight Report (CPOR) at each Board meeting held since the last review was undertaken?	Yes

<p>15. Since the Board's last review, did each CPOR contain all of the information required under each of the 4 headings set out in sections 9.5 to 9.8 inclusive of the procedures?</p>	<p>Yes</p>
<p>16. Since the Board's last review, has the Board been provided with and reviewed all records relevant to the CPOR?</p>	<p>Yes</p>
<p>17. Is the Board satisfied that the records provided are anonymised and redacted as necessary to ensure that the identities of children and any other parties, including school personnel, to whom the concern or report relates are not disclosed?</p>	<p>Yes</p>
<p>18. Since the Board's last review, have the minutes of each Board meeting appropriately recorded the records provided to the Board as part of CPOR?</p>	<p>Yes</p>
<p>19. Have the minutes of each Board meeting appropriately recorded the CPOR?</p>	<p>Yes</p>
<p>20. Is the Board satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed?</p>	<p>Yes</p>
<p>21. Is the Board satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of school personnel against whom an allegation of abuse or neglect has been made?*</p>	<p>N/A</p>
<p>22. Where applicable, were unique identifiers used to record child protection matters in the Board minutes?</p>	<p>Yes</p>



<p>23. Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?</p>	<p>Yes</p>
<p>24. Has the Board been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i>?</p>	<p>No</p>
<p>25. In relation to any cases identified at question 20 above, has the Board ensured that any notifications required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> were subsequently issued by the DLP?</p>	<p>Yes</p>
<p>25. In relation to any cases identified at question 20 above, has the Board ensured that any notifications required under section 5.6 of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i> were subsequently issued by the DLP?</p>	<p>Yes</p>
<p>27. Has the Board ensured that the patron has been provided with the school's Child Safeguarding Statement?</p>	<p>Yes</p>
<p>28. Has the Board ensured that the school's Child Safeguarding Statement is available to parents on request?</p>	<p>Yes</p>
<p>29. Has the Board ensured that the Stay Safe programme is implemented in full in the school? (applies to primary schools)</p>	<p>Yes</p>

<p>30. Has the Board ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the school? (applies to post-primary schools)</p>	<p>N/A</p>
<p>31. Has the Board ensured that the SPHE curriculum is implemented in full in the school?</p>	<p>Yes</p>
<p>32. Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *</p>	<p>Yes</p>
<p>33. Is the Board satisfied that the Department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?*</p>	<p>Yes</p>
<p>34. Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*</p>	<p>Yes</p>
<p>35. Has the Board considered and addressed any complaints or suggestions for improvements regarding the school's Child Safeguarding Statement?</p>	<p>Yes</p>
<p>36. Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the <i>Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)</i>?</p>	

37. Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	
38. Is the Board satisfied that the ' <i>Child Protection Procedures for Primary and Post Primary Schools Post-Primary Schools (revised 2023)</i> ' are being fully and adequately implemented by the school?	Yes
39. Has the Board identified any aspects of the school's Child Safeguarding Statement and/or its implementation that require further improvement?	Yes
40. Has the Board put in place an action plan containing appropriate timelines to address those aspects of the school's Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement?	Yes
41. Has the Board ensured that any areas for improvement that were identified in any previous review of the school's Child Safeguarding Statement have been adequately addressed?	Yes

\*In schools where the ETB is the employer, the responsibility for meeting the employer's requirements rests with the ETB concerned. In such cases, this question should be completed following consultation with the ETB.

Signed  Date 19/11/24  
Chairperson, Board of Management

Signed  Date 19/11/24  
Principal/Secretary to the Board of Management

**Note:** Where a school is undertaking its first review, references in this checklist to the "last review" shall be taken to refer to the date on which the Child Safeguarding Statement was first put in place.

