



**Child Safeguarding Statement and  
Risk Assessment**

**December 2024**

## Child Safeguarding Statement and Risk Assessment

### Child Safeguarding Statement

Convent of Mercy N.S. Newport 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 the [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the board of management of Convent of Mercy N.S.

- 1 The board of management of Convent of Mercy N.S has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and the as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is **Miriam Foley**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Kate O'Regan**
- 4 The Relevant Person is **Miriam Foley, Principal**
- 5 The Board of Management/Management authority of Convent of Mercy N.S recognises that child protection and welfare considerations permeate all aspects of school and must be reflected in all of the school's/management authority's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the board of management will adhere to the following principles of best practice in child protection and welfare:

The board of management 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 and care 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 board of management adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, the relevant procedures set out in the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie.
- In relation to the selection or recruitment of staff and their suitability to work with children, the board of management 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 gov.ie.
- 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 board of management/management authority-
  - Has provided each member of staff with a copy of the school Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the school 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)* those in relation to mandated reporting under the Children First Act 2015.
- There is a procedure in place for maintaining a list of mandated persons. 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 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 website, gov.ie 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.

7 This statement has been published on the school website and has been provided to all members of school personnel, the Parents' Association and the patron. It is readily

accessible to parents and guardians on request. A copy of this Statement will be made available to Tulsa 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/management authority on 4-12-24.

This Child Safeguarding Statement was reviewed by the board of management/management authority on 4-12-24.

Signed: *Patricia Cole*  
Chairperson of Board of Management/  
Management Authority

Date: 4/12/24

Signed: *Miriam Foley*  
Principal/Secretary to the Board of Management/  
Management Authority

Date: 4/12/24

- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary*.
  - 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/boarder 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/boarder facility has a code of conduct for school/boarder facility personnel (teaching and non-teaching staff)
  - The school complies with the agreed disciplinary procedures for 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/students
  - The school/boarder facility –
    - Has provided each member of school/boarder facility staff with a copy of the school/boarder facility's Child Safeguarding Statement
    - Ensures all new staff are provided with a copy of the school/boarder facility's Child Safeguarding Statement
    - Encourages staff to avail of relevant training
    - Encourages board of management/management authority 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 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 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 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

**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/management authority has endeavoured to identify as far as possible the risks of harm that are relevant to this school/boarding facility 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/boarding facility has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

The risk assessment has been completed by the Board of Management on 04/12/2024. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed: *Patrick O'Sole* Date: *4/12/24*  
 Chairperson Board of Management

Signed: *Miriam Foley* Date: *4/12/24*  
 Principal / Secretary to the Board of Management