# **Burrow School Child Safeguarding and Risk Assessment**

## **Written Assessment of Risk of The Burrow School**

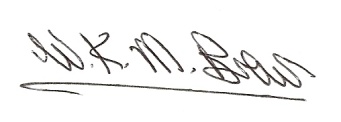
In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of The Burrow School, Sutton.

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| **List of school activities** | **The school has identified the following risk of harm in respect of its activities -** | **The school has the following procedures in place to address the risks of harm identified in this assessment -** |
| **1: Teaching and School Premises** | | |
| Daily arrival and dismissal of pupils | Harm not being recognised by school personnel | The school has a Procedure for supervision of children to ensure appropriate supervision of children on arrival and dismissal |
| Recreation breaks for pupils | Harm in the school by another child  Harm not being reported properly and promptly by school personnel | The school has a yard duty supervision policy to ensure appropriate supervision of children during breaks and in respect of specific areas such as toilets, changing rooms etc |
| Classroom teaching | Harm in the school by a member of school personnel | Child Safeguarding Statement and DES procedures made available to all staff  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* |
| One-to-one teaching | Harm in one-to-one teaching, coaching situation | School has policy in school for one-to-one teaching – open doors, table between teacher and pupil, glass in window , ref SEN Policy |
| Outdoor teaching activities | Accident  Harm in the school by a member of school personnel | First Aid Policy  Child Safeguarding Statement and DES procedures made available to all staff  The school has in place a Critical Incident Management Plan |
| Use of toilet/ areas in schools | Inappropriate behaviour | The school has a supervision policy to ensure appropriate supervision of children in respect of specific areas such as toilets. |
| Sporting Activities | Harm in the school by volunteer or visitor to the school | Vetting Procedures  Policy on external persons visiting the school  Health and Safety policy |
| Use of external personnel to supplement curriculum | Harm in the school by volunteer or visitor to the school | Vetting Procedures  Teacher always present with external personnel  Policy and procedures for the use of external persons to supplement delivery of the curriculum |
| Administration of First Aid | Harm in the school by a member of school personnel | First Aid Policy  Policy and procedures for the administration of medication to pupils |
| School outings  School trips involving overnight stay  Use of off-site facilities for school activities | Harm 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 | Vetting by off-site companies checked  Education Trip Policy |
| Use of external personnel to support sports and other extra-curricular activities | Harm due to inadequate supervision of children in school | Vetting Procedures  Teachers in attendance  Policy and procedures for external persons visiting the school |
| **2. Information and Training** | | |
| Training of school personnel in Child Protection Matters | Harm not recognised or reported promptly | The Child Protection Procedures for Primary Schools 2017 are made available to all school personnel and discussed  Child Safeguarding Statement and DES procedures made available to all staff  DLP and DDLP to attend PDST training and all staff to view TUSLA training module and any other online training offered by PDST  BOM records all training of BOM staff  Encourages Board to management members to avail of relevant training |
| Curricular provision in respect of SPHE, RSE, Stay Safe | Not teaching of same | School implements SPHE, RSE and Stay safe in full.  Encourages staff to avail of relevant training |
| **3: Special Educational Needs** | | |
| Care of children with special educational needs, including intimate care where needed | Harm to child while a child is receiving intimate care | Policy on SEN  Policy on Intimate care |
| Care of pupils with specific vulnerabilities/ needs | Harm to children with SEN who have particular vulnerabilities | Policy on SEN |
| **4: Behaviour Management** | | |
| Management of challenging behaviour amongst pupils | Harm due to inadequate code of behaviour | Policy on Challenging behaviour  Code of behaviour |
| Prevention and dealing with bullying amongst pupils | Harm in the school by another child | Anti-Bullying-Policy |
| Application of sanctions under the school’s Code of Behaviour including detention of pupils, confiscation of phones etc. | Harm due to inadequate code of behaviour | Code of behaviour  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* |
| **5: Information and Communications Technology** | | |
| Use of Information and Communication Technology by pupils in school  Use of video/photography | Harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school  Harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner | ICT Policy  Anti-Bullying Policy  Code of Behaviour  Mobile phone policy in respect of usage of mobile phones by pupils is in place |
| **6: Recruitment and Other Personnel** | | |
| Recruitment of school personnel including -  Teachers/SNA’s  Caretaker/Secretary/Cleaners  Sports coaches | Harm not recognised or reported properly or promptly  Harm due to inappropriate relationship/communications between child and another child or adult | The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting  Child Safeguarding Statement And Des procedures made available to all staff.  Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement |
| External Tutors/Guest Speakers | Harm to pupil | Teachers in attendance  Policy on External persons visiting the school |
| Volunteers/Parents in school activities | Harm not recognised or reported properly or promptly | Vetting Procedures  Policy on External persons visiting the school |
| Students participating in work experience in the school | Harm by student or volunteers/visitors etc | Policy on External persons visiting the school |
| Student teachers undertaking training placement in school | Harm by student | Policy and procedures in respect of student teacher placements  Students work under teacher supervision  Child Safeguarding Statement  The school has a codes of conduct for school personnel (teaching and non-teaching staff) |

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| **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 5th February 2018. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed:  Signed: 

Chairperson of Board of Management Principal/Secretary to the Board of Management

Date: 29/03/19 Date: 29/03/19