



Child Safeguarding Risk Assessment – Central Technical Institute

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 Central Technical Institute.

1. List of school activities

- Daily arrival and dismissal of students
- Recreation breaks for students
- Classroom teaching
- One-to-one teaching
- One-to-one counselling
- Outdoor teaching activities
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing areas in the school
- Annual Fun Day
- Fundraising events involving students
- Use of off-site facilities for school activities
- School transport arrangements (buses etc)
- Care of children with special educational needs, including intimate care where needed
- Care of any vulnerable adult students
- Management of challenging behaviour amongst students
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE
- Prevention and dealing with bullying amongst students
- 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 students with specific vulnerabilities/ needs such as
 - Students from ethnic minorities/migrants
 - Members of the Traveller community
 - Lesbian, gay, bisexual or transgender (LGBT) children
 - Students perceived to be LGBT
 - Students of minority religious faiths
 - Children in care

- 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 students in school
- Application of sanctions under the school's Code of Behaviour including detention of students, 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

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 student being harmed in the school by a member of school personnel
- Risk of student being harmed in the school by another student
- Risk of student being harmed in the school by volunteer or visitor to the school
- Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to bullying of student
- Risk of harm due to inadequate supervision of student in school
- Risk of harm due to inadequate supervision of student while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between student and another student or adult
- Risk of harm due to students inappropriately accessing/using computers, social media, phones and other devices while at school
- Risk of harm to students with SEN who have particular vulnerabilities
- Risk of harm to student while a student 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 students 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 -

- 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*
- Tipperary ETB ensures that–
 - All school personnel are provided with a copy of the school’s Child Safeguarding Statement
 - School personnel are required to adhere to the Child Protection procedures for Primary and Post Primary schools 2017
 - The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel
 - All new staff are provided with a copy of the school’s Child Safeguarding Statement
 - The school has a code of conduct for school personnel (Teaching Council Code of Conduct; Dignity in the Workplace
 - Tipperary ETB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
 - The school complies with the agreed disciplinary procedures for teaching staff
 - Staff are encouraged to avail of relevant training
 - The school implements in full the SPHE/ RSE curriculum
 - The school is in the process of implementing in full the Wellbeing Programme at Junior Cycle
 - Board of management members are encouraged to avail of relevant training
 - Records of all staff and board member training are maintained
- The school has the following policies in place
 - The school has in place a Code of Behaviour for students
 - 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 in place a policy and clear procedures in respect of school outings, trips, tours at home and abroad
 - The school has a Health and Safety policy
 - The school has an Inclusion Policy (Special Educational Needs policy)
 - The school has in place a policy and procedure for the Administration of Medication to students
 - The school has in place an ICT policy in respect of usage of ICT by students
 - The school has in place a Mobile Phone policy in respect of usage of mobile phones by students
 - The school has in place a Home School Liaison policy and related procedures
 - The school has in place a Critical Incident Management Plan

- The school has the following procedures and codes of practice
 - The school has a yard supervision procedure to ensure appropriate supervision of students during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
 - The school has in place a procedure for the Administration of First Aid
 - The school has in place procedures for the use of external persons to supplement delivery of the curriculum
 - The school has in place clear procedures for one-to-one teaching activities
 - The school has in place a procedures for one-to-one counselling
 - The school has in place procedures in respect of student teacher placements
 - The school has in place 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 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 [date]. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

Principal/Secretary to the Board of Management