



### **Rosemont's Child Safeguarding Statement – February 2023**

Rosemont School is a post-primary school providing post-primary education to pupils from First Year to Leaving Certificate Year

In accordance with the requirements of the [Children First Act 2015](#), [Children First: National Guidance for the Protection and Welfare of Children 2017](#), [the Addendum to Children First \(2019\)](#), the [Child Protection Procedures for Primary and Post Primary Schools 2017](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Rosemont School 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 2017 as part of this overall Child Safeguarding Statement
- 2 **The Designated Liaison Person (DLP):** **Janet Dean**
- 3 **The Deputy Designated Liaison Person (DDL):** **Helen Boothman**
- 4 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.

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


- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016 and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the DES and available on the DES website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
  - Has provided each member of staff with a copy of the school’s Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement
  - Encourages staff to avail of relevant training, yearly Child Protection training is allocated time during Induction Days each year and all staff complete a course at this time
  - Encourages Board of Management members to avail of relevant training
  - The Board of Management maintains records of all staff and Board member training
- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this school the Board has appointed the abovenamed DLP as the “relevant person” (as defined in the Children First Act 2015) to be the first point of contact in respect of the school’s child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 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 DES website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list.

- 6 This statement has been published on the school’s 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 Tusla and the Department if requested.
- 7 This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was initially adopted by the Board of Management on 5<sup>th</sup> March 2018. This version was adopted by the Board of Management on 22<sup>nd</sup> February 2023, following the annual review

Signed:   
Chairperson of Board of Management  
Management Date: 22<sup>nd</sup> February 2023

Signed:   
Principal/Secretary to Board of  
Date: 22<sup>nd</sup> February 2023



## Rosemont's Child Safeguarding Risk Assessment – February 2023

### Written Assessment of Risk of Rosemont 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 Rosemont School

#### 1. List of school activities:

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- Online teaching and learning
- One-to-one teaching
- One-to-one counselling
- One-to-one coaching
- Outdoor teaching activities
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Afterschool care for primary school children
- Activity camps during school holidays for primary and secondary school children
- Use of toilet/changing/shower areas in schools
- Provision of residential facilities for students staying with host families
- Annual Sports Day
- Fundraising events involving pupils on-site and off-site
- 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
- 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, Wellbeing
- 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, or those perceived to be LGBT
- Pupils of minority religious faiths
- Pupils who practice their religion
- Children in care
- Children on CPNS (Child Protection Notification System)
- Recruitment of school personnel including:
  - Teachers/SNA's
  - Coaches for Rosemont's Coaching system
  - 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
- 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
- Use of school by other organisations at any time
- Homework club/evening study
- Airport collections, Airport runs, Drop off after airport
- Full day outings on weekends
- School detention
- School Open Days
- Sample Afternoons for Primary School students
- Fundraising events involving pupils and parents
- Musicals involving pupils with attendance by the general public

**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 when engaged in Online teaching and learning
- Risk of harm when online
- 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 adult in host family or a member of another organisation using the school at any time
- Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons
- Risk of harm due to bullying of child
- Risk of harm due to 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
- Risk of harm to child with Special Needs 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 while or after moving a student from a host family
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

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

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement - Checklist for Onboarding / Inducting new staff in Rosemont*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel - *Checklist for Onboarding / Inducting new staff in Rosemont*
- 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 - Checklist for Onboarding / Inducting new staff in Rosemont*
- The school implements in full the SPHE curriculum – *SPHE Policy*
- The school implements in full the Wellbeing Programme at Junior Cycle – *Rosemont Wellbeing & Building Leadership; Wellbeing in Rosemont & 'MindOut' Programme (HSE)*
- 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 – Antibullying Policy*
- The school undertakes anti-racism awareness initiatives -*through SPHE, RE and CSPE*
- *The school has contracted a professional catering service for the provision of food and drink*
- The school has a grounds-and-building 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. – *Grounds and Building Supervision Policy*
- The school has in place a policy and procedures in respect of school outings – *School Tour Policy – trips abroad & Teachers Handbook – trip proposal form and standard permission letters.*
- The school has a Health and safety policy
- The school design facilitates visibility and hence mitigates against harm
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting -*Vetting Policy*
- The school has codes of conduct for school personnel (teaching and non-teaching staff) – *Teachers handbook: Teacher Professional Conduct & Teaching Council Professional Code of Conduct for Teachers*
- The school complies with the agreed disciplinary procedures for teaching staff – *Disciplinary Procedures & Grievance Procedures (DES/ASTI/Management Bodies)*
- The school has a Special Educational Needs policy

- The school has an intimate care policy/plan in respect of special needs students who may require such care – SNAs are trained personnel, and special care plans are developed with relevant services (NCSE) when the need arises on a case by case basis
- The school has in place a policy and procedures for the administration of medication and First Aid to pupils – *First Aid Policy* and *Administration of Medicine Policy*
- The school:
  - Has provided each member of school staff with a copy of the school’s Child Safeguarding Statement - *Checklist for Onboarding / Inducting new staff in Rosemont*
  - Displays the School Child Safeguarding Statement clearly in a public place near the main entrance
  - Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement - *Checklist for Onboarding / Inducting new staff in Rosemont*
  - Encourages staff to avail of relevant training.
  - Reminds all staff that it is their responsibility to report any concerns to DLP or DDLP (whether they are mandated persons or not) and they must make ensure they know who these people are. - *Checklist for Onboarding / Inducting new staff in Rosemont; and in annual start-of-year meetings with teachers*
  - 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 Code of behaviour for pupils
- The school has in place an ICT policy in respect of usage of ICT by pupils – *IT Acceptable Usage Policy*
- The school reminds students of the importance of online safety through its SPHE and CSPE programmes
- The school has a *Distance Learning Policy* which, combined with our *IT Acceptable Usage Policy* guides pupils, parents and staff with regard to safe and appropriate online teaching and learning
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils – *Use of Smartphones in school policy, as part of IT Acceptable Usage Policy*
- The school has in place a Critical Incident Management Plan – *Critical Incident Policy*
- The school ensures all host families are vetted in accordance with the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting – *Vetting Policy*
- The school ensures all host families understand their responsibilities in the context of child protection and wellbeing – *International department procedures*
- The school has procedures in place for the use of external persons to supplement delivery of the curriculum - *Teachers Handbook*
- The school has procedures in place for the use of external sports coaches – *External Sports Coaches in Rosemont*
- The school has procedures in place for one-to-one teaching, counselling and coaching – *Teachers Handbook & Checklist for Onboarding / Inducting new staff in Rosemont*
- The school has procedures in place in respect of student teacher placements – same as per *Teachers Handbook & Checklist for Onboarding / Inducting new staff in Rosemont*
- The school has procedures in place in respect of students undertaking work experience in the school and in external organisations – *The TY coordinator covers appropriate safety and welfare awareness in Work Experience preparatory sessions and follow-up sessions with students after work experience*
- The school has procedures in place requiring rental staff to have appropriate child protection and vetting requirements in place.
- The school has a procedure for annual review of the Child Safeguarding Statement and associated Risk Assessment by the Board of Management.

- Principal's Child Protection Oversight Report is presented to Board of Management at each Board meeting
- The school maintains a list of mandated persons under the Child First Act 2015
- The school enables staff to make relevant reporting to necessary Authorities in accordance with the Child Protection Act 2015

**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.

The initial risk assessment was completed by the Board of Management on March 5<sup>th</sup>, 2018

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

This latest version follows a review of The Child Safeguarding Statement and Risk Assessment in January 2023 and was approved by the Board of Management on 22<sup>nd</sup> February 2023