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Child Safeguarding Statement and Risk Assessment

For:	Ashbourne Community National School	(School Name)
At:	Killegland, Ashbourne Co. Meath. A84 4695	(School Address)

This school is a: (tick appropriate) ☒ primary ☐ post-primary ☐ special school

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) and 2025, Child Protection Procedures for Schools 2025 and Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024), the board of management has adopted the Child Safeguarding Statement and Risk Assessment set out in this document.

The board of management has adopted and will implement fully and without modification the department's Child Protection Procedures for Schools 2025 as part of this overall Child Safeguarding Statement and Risk Assessment.

Name of the Designated Liaison Person (DLP):

Eoin Murphy

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Muireann Broderick

In the absence of the DLP, the Deputy DLP shall assume responsibilities of the DLP

Name of Relevant Person

Eoin Murphy

(In schools this person is the DLP)

Relevant Person can be contacted on:

086 083 4695

emurphy.ans@lmetb.ie

Under the Children First Act 2015 Relevant Person means a person who is appointed by a provider of a relevant service to be the first point of contact in respect of the Child Safeguarding Statement. This person is nominated by the board of management to manage and provide oversight of child protection concerns/allegations of child abuse.

Name of Chairperson of the board of management, or in an ETB school the Chief Executive or their delegate:

Martin G. O'Brien

In the event that both DLP and DDLP are absent and unavailable, and where there is no staff member formally acting in their role, the chairperson of the board of management, or in an ETB school the chief executive or their delegate, assumes the role of DLP.

Child Protection Statement and Risk Assessment

The board of management recognises that child protection and safeguarding permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In all of these, 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 happening to children and protect members of school personnel from the necessity to take unnecessary risks that may leave themselves open to accusations of child abuse.
- ☒ Develop a practice of openness with parents and encourage parental involvement in the education of their children.
- ☒ Fully respect confidentiality requirements as set out in the Child Protection Procedures for Schools 2025 in dealing with child protection matters.
- ☒ Adhere to the above principles in relation to any vulnerable adult.

Procedures and Measures in Place

Our Child Safeguarding Statement and Risk Assessment has been developed in line with requirements under the Children First Act 2015, the *Children First: National Guidance 2017*, and *Child Safeguarding: A Guide for Policy, Procedure and Practice, 2nd ed. (Tusla, 2024)*, and the *Child Protection Procedures for Schools 2025*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

> Procedure for the Management of Allegations of Abuse or Misconduct against School Personnel Relating to a Child Availing of Our Service

~ Where any member of school personnel is the subject of any investigation in respect of any act, omission or circumstance in relation to a child attending the school, the school is required to adhere to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Schools 2025* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.

> Procedure for the Safe Recruitment and Selection of School Personnel to Work With Children

- ~ The school is required to adhere to the requirements of the Vetting Act. The selection or recruitment of staff and their suitability to work with children, requires the school to adhere 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 Youth and available on the gov.ie website and as outlined in Chapter 10 of the procedures.
- ~ A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons.

> Procedure for Provision of and Access to Child Safeguarding Training and Information, Including the Identification of the Occurrence of Harm

- ~ The school provides information and training to members of school personnel in relation to the identification of the occurrence of harm (as defined in the 2015 Act) as follows:
 - ~ The school has provided each member of school personnel, including any new members of school personnel, (employees and volunteers, board of management members, student teachers and those on work experience) with a copy of the school's Child Safeguarding Statement and Risk Assessment.
 - ~ The school ensures that members of school personnel have availed of relevant training and completed child protection training.
 - ~ The school encourages board of management members to avail of any relevant training and complete child protection training.
 - ~ The board of management ensures that records of all staff and board member child protection training are maintained.

> Procedure for the Reporting of Child Protection or Welfare Concerns to Tusla

- ~ All members of school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Schools 2025*, in relation to reporting of child protection concerns to Tusla. Mandated reporting applies to all registered teachers and any other mandated person who may be employed by the school, for example a chaplain or nurse. A full list of those people who are mandated persons is set out in Appendix 1 procedures.

> Procedure for Maintaining a List of the Persons (if any) in the Relevant Service Who Are Mandated Persons

- ~ There is a procedure in place to maintain a list of mandated persons. Schools may on occasion employ additional staff who are mandated by virtue of their profession. This list will include all registered teachers and identify additional employees that are not registered teachers.

> Procedure for Appointing a Relevant Person (In schools this person is the DLP)

- ~ There is a procedure in place for appointing a relevant person.

Child Protection Statement and Risk Assessment

The various procedures referred to in this Child Safeguarding Statement and Risk Assessment can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

In accordance with the Children First Act 2015, the Addendum to Children First 2019 and 2025, and the *Child Protection Procedures for Schools 2025*, the board of management 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.

Note: The procedures and measures in place outlined above, are not intended as exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

This statement has been published on the school's website or will be made available on request by the school. It has been provided to all members of school personnel, the parents' association (if any), the patron and parents. A copy of this statement and risk assessment will be made available to Tusla and the department if requested.

This Child Safeguarding Statement and Risk Assessment will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

Child Safeguarding Risk Assessment

	List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
1	Daily arrival and dismissal of pupils including buses and parent traffic	• Risk of harm due to inadequate supervision; • risk arising from rural roads with no footpaths; • risk of pupils boarding/exiting buses unsafely; • risk of pupils being collected by unauthorised adults	• Staff supervision rota in place before and after school; • designated bus and car set-down/collection areas; • pupils supervised to and from buses; • infant pupils handed directly to parents/guardians or authorised adults; • road safety taught
2	Recreation breaks for pupils	• Risk of child being harmed by another child; • bullying; • inadequate supervision	• Yard supervision in operation; • staff rota in place; • Bí Cineálta procedures implemented; • incidents recorded and followed up appropriately
3	Classroom teaching	• Risk of harm not being recognised or reported	• Staff training in child protection; • Child Protection Procedures for Schools 2025 available to all staff; • DLP/DDLP appointed
4	One-to-one teaching and learning support	• Risk of harm in one-to-one situations	• School personnel adhere to Child Protection Procedures for Schools 2025, Children First guidance, relevant professional standards and safeguarding practices; where possible one-to-one support takes place in areas visible to others or with door panels/open doors; • timetable and support arrangements are overseen by school management
5	Outdoor teaching activities	• Risk of inadequate supervision; • risk from visitors or members of the public; • risk of pupils leaving supervised areas	• Appropriate supervision ratios maintained; • activities planned and risk assessed in line with school Health & Safety procedures; • boundaries and behavioural expectations communicated clearly to pupils; • pupils remain under staff supervision at all times
6	Online teaching and learning remotely	• Risk of inappropriate online communication; • uninvited access; • inappropriate use of devices/social media	• Acceptable Use Policy; • online safety teaching; • approved platforms only; • parental guidance communicated; • school personnel maintain appropriate professional

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			boundaries and use approved communication methods
7	Sporting activities and coaching	• Risk of harm from adults or peers during activities	• Garda vetting requirements adhered to; • supervision maintained; • external coaches follow school safeguarding procedures
8	School outings, tours and off-site activities	• Risk of inadequate supervision; • risk during transport and external activities	• School tours policy; • parental consent procedures; • appropriate supervision ratios; • risk assessments completed
9	Use of toilets/changing areas	• Risk of inappropriate behaviour or inadequate supervision	• Supervision arrangements in place where appropriate; • classroom procedures support limited numbers of pupils accessing toilets at one time; • pupils encouraged to report concerns to a trusted adult; • Code of Behaviour and Bí Cineálta procedures implemented
10	Annual Sports Day and school events	• Risk of child being harmed by another child, visitor or volunteer	• Staff supervision maintained; • visitors report to the school office and are supervised where appropriate; • parents/volunteers follow school procedures
11	Fundraising events involving pupils	• Risk from interaction with unfamiliar adults or inappropriate supervision	• Supervision by school personnel; • visitors and volunteers report to school staff on arrival; • activities organised and overseen by school personnel; • pupils remain supervised during activities
12	School transport arrangements including buses	• Risk of harm due to inadequate supervision while travelling to/from school	• Bus pupils supervised during arrival and dismissal; • bus escorts utilised where applicable; procedures for safe boarding and collection
13	Care of pupils with SEN, medical or intimate care needs	• Risk to vulnerable pupils; • risk during intimate care	• Administration of medicine and intimate care policies in place; • care plans developed; • staff trained appropriately; • parents consulted
14	Administration of medicine and first aid	• Risk of inappropriate administration or inadequate recording	• Administration of Medication policy in place; • records maintained; • trained personnel administer medication where required
15	SPHE, RSE and Stay Safe programme	• Risk that safeguarding issues are not recognised by pupils	• SPHE, RSE and Stay Safe programmes implemented in line with Department requirements;

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			pupils supported to identify trusted adults and report concerns appropriately
16	Prevention and dealing with bullying	Risk of bullying becoming a child protection concern	- Bí Cineálta procedures implemented; - incidents monitored and addressed
17	Training of school personnel	Risk of staff not recognising or reporting concerns appropriately	- Staff training maintained and recorded; - induction procedures for new staff; - regular review of procedures
18	External tutors, guest speakers and sports coaches	Risk from adults not directly employed by the school	- Vetting and recruitment requirements followed where appropriate; - supervision arrangements maintained
19	Volunteers and parents assisting with activities	Risk of inappropriate behaviour or communication	- Staff supervision maintained; - visitors report to the school office and are supervised where appropriate; - parents/volunteers follow school procedures
20	Visitors and contractors during school hours	Risk of harm from unauthorised adults	- Visitor sign-in procedures; - visitors supervised where appropriate; - contractors vetted where required
21	Use of ICT, devices and social media	Risk of inappropriate online access or communication	- Acceptable Use Policy; - internet filtering; - digital citizenship education; - supervision of device use
22	Application of sanctions under Code of Behaviour	Risk of inappropriate management of behaviour	- Code of Behaviour implemented fairly; - sanctions recorded appropriately; - staff training provided
23	Student teachers and work experience students	Risk due to lack of awareness of safeguarding procedures	Student teachers/work experience students provided with Child Safeguarding Statement and procedures
24	Photography/ video recording of school activities	Risk of inappropriate use/sharing of images	- Data protection procedures in place; - parental permissions adhered to
25	After-school activities and use of premises by external groups	Risk due to reduced supervision or external personnel	- External groups required to provide safeguarding assurances; - school procedures communicated
26	Pupils from minority groups, Traveller community, migrant families, LGBT pupils or pupils perceived to be LGBT	Risk of bullying, discrimination or exclusion	- Bí cineálta procedures implemented; - anti-racism awareness promoted; - inclusive school culture fostered

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27	Children in care, and pupils with vulnerabilities	• Risk that vulnerabilities are not recognised or supported appropriately	• Relevant information shared on a need-to-know basis; • support plans implemented; • liaison with external agencies where appropriate
28	Recruitment of school personnel	• Risk of unsuitable adults working with children	• Garda vetting procedures followed; • references checked; • statutory declarations and undertakings obtained
29	Communication between staff and pupils	• Risk of inappropriate communication through social media, texting or devices	• School personnel adhere to Child Protection Procedures for Schools 2025 and maintain appropriate professional boundaries; • approved school communication methods and platforms are used where appropriate

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, and that the inclusion of an example of a policy or procedure on these lists does not make it mandatory. 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:

- > Identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities.
- > Identify and assess the adequacy of the various procedures already in place to manage those risks of harm.
- > Identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

Online Safety

The *Addendum to Children First: National Guidance for the Protection and Welfare of Children 2017* 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 and Risk Assessment.

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.

Risk in the context of this Child Safeguarding Statement and 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 the Children First Act 2015: 'harm' means, in relation to a child— (a) assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or (b) sexual abuse of the child, whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances, or otherwise.

Examples of School Activities which schools may draw from, as appropriate

1. Daily arrival and dismissal of pupils
2. Recreation breaks for pupils
3. Classroom teaching
4. One-to-one teaching
5. One-to-one learning support
6. One-to-one counselling
7. Outdoor teaching activities
8. Online teaching and learning remotely
9. Sporting activities
10. School outings
11. Use of toilet/changing/shower areas in schools
12. Annual Sports Day
13. Fundraising events involving pupils
14. Use of off-site facilities for school activities
15. School transport arrangements including use of bus escorts
16. Care of children with special educational needs, including intimate care where needed
17. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
18. Management of provision of food and drink
19. Administration of medicine
20. Administration of First Aid
21. Curricular provision in respect of SPHE, RSE, Stay Safe
22. Prevention and dealing with bullying amongst pupils
23. Training of school personnel in child protection matters
24. Use of external personnel to supplement curriculum
25. Use of external personnel to support sports and other extra-curricular activities
26. Care of pupils with specific vulnerabilities/needs
27. Pupils from ethnic minorities/migrants
28. Members of the Traveller community

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29. Lesbian, gay, bisexual or transgender (LGBT) children
30. Pupils perceived to be LGBT
31. Pupils of minority religious faiths
32. Children in care/International Protection facilities
33. Children on Tusla's Child Protection Notification System (CPNS)
34. Children with medical needs
35. Recruitment of school personnel including teachers/SNAs, caretakers/secretaries/cleaners and sport coaches
36. External Tutors/Guest Speakers
37. Volunteers/Parents in school activities
38. Visitors/contractors present in school during school hours
39. Visitors/contractors present during after-school activities
40. Participation by pupils in religious ceremonies/religious instruction external to the school
41. Use of Information and Communication Technology by pupils in school, including social media
42. Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
43. Students participating in work experience in the school
44. Students from the school participating in work experience elsewhere
45. Student teachers undertaking training placement in school
46. Use of video/photography/other media to record school events
47. After-school use of school premises by other organisations
48. Use of school premises by other organisations during school day
49. Children living away from home

Examples of Risks of Harm

1. Risk of harm not being recognised by school personnel
2. Risk of harm not being reported properly and promptly by members of school personnel
3. Risk of harm where members of school personnel have not received appropriate training
4. Risk of child being harmed in the school by a member of school personnel
5. Risk of child being harmed in the school by another child
6. Risk of child being harmed in the school by a volunteer or visitor to the school
7. Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while a child is participating in out-of-school activities, e.g. school trip, swimming lessons

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8. 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
9. Risk of harm due to bullying of a child
10. Risk of harm due to racism
11. Risk of harm due to inadequate supervision of children in school
12. Risk of harm due to inadequate supervision of children while attending out-of-school activities
13. Risk of harm due to inappropriate relationship/communications between a child and another child or adult
14. Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school
15. Risk of harm to children with special educational needs who have particular vulnerabilities, including medical vulnerabilities
16. Risk of harm to child while a child is receiving intimate care
17. Risk of harm due to inadequate code of behaviour
18. Risk of harm in one-to-one teaching, counselling, coaching situations
19. Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device, or other manner
20. Risk of harm caused by a member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner
21. Risks where children are living away from home or attending boarding/respite facilities

These are examples of policies and procedures that may be used to address Risks of Harm

1. All school personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
2. The Child Protection Procedures for Schools 2025 are made available to all school personnel
3. School personnel are required to adhere to the Child Protection Procedures for Schools 2025 and all registered teaching staff are required to adhere to the Children First Act 2015 as well as supporting the continued implementation of the best practice guidance set out in Children First: National Guidance for the Protection and Welfare of Children 2017 and its addenda, including the Addendum to Children First 2019 and 2025
4. A written protocol is in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons
5. The school implements in full the Stay Safe Programme
6. The school implements in full the Social, Personal, and Health Education (SPHE) curriculum

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7. School authorities have a code of behaviour and an anti-bullying policy in place in accordance with the department's 'Bí Cineálta' procedures to prevent and address bullying in schools and as outlined in Circular 55/2024
8. The school has complied with the Understanding Behaviours of Concern and Responding to Crisis Situations developed by the Department of Education and Youth to address uncertainty for staff on how to respond when facing crisis situations where there are concerns regarding physical safety
9. The school undertakes anti-racism awareness initiatives
10. 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.
11. The school has in place a policy and clear procedures in respect of school outings
12. The school has a health and safety policy
13. The school adheres to the requirements of the Garda vetting legislation
14. The school adheres to the relevant Department of Education and Youth circulars in respect of recruitment
15. The school has a code of conduct for school personnel (teaching and non-teaching staff)
16. The school complies with the agreed disciplinary procedures for teaching staff
17. The school has a special educational needs policy
18. The school has an intimate care policy/plan in respect of students who require such care
19. The school has in place a policy and procedures for the administration of medication to pupils
20. The school has provided each member of school staff with a copy of the school's Child Safeguarding Statement and Risk Assessment
21. The school ensures all new personnel are provided with a copy of the school's Child Safeguarding Statement and Risk Assessment
22. The school encourages personnel to avail of relevant training
23. The school encourages board of management members to avail of relevant training
24. The school maintains records of all personnel and board member training
25. The school has in place a policy and procedures for the administration of First Aid
26. The school has in place a code of behaviour for pupils
27. 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
28. The school has in place a policy governing the use of smartphones and tablet devices in the school by pupils as per Circular 38/2018 and the national guidelines
29. The school has in place a Critical Incident Management Plan
30. The school has in place a policy and clear procedures for one-to-one teaching activities
31. The school has in place a policy and procedures in respect of student teacher placements
32. The school has in place a policy and procedures in respect of pupils undertaking work experience in the school

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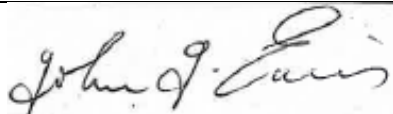
33. The school has in place a policy in relation to assisting members of school personnel in respect of disclosures of retrospective abuse
34. The school has considered the questions in Appendix 1 of the Child Protection and Safeguarding Procedures for Boarding Facilities Associated with Recognised Schools 2023 and implemented the necessary risk mitigation measures

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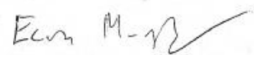
In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 9 of the Child Protection Procedures for Schools 2025, the following is the written Child Safeguarding Statement and Risk Assessment.

In undertaking this Child Safeguarding Statement and 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 Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on 18/06/2026 (*most recent review date*)

Signed: 	Date: 18/06/2026
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Chairperson of the board of management

Signed: 	Date: 18/06/26
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Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again on (*expected review date*)

17/06/2027

** Document to be printed and signed with original signatures*

Appendix - Location of copies of the Child Protection Procedures and Children First Guidance

This may be in the form of specifying the online location for the procedures (Department of Education and Youth website www.gov.ie/childprotectionschools and/or the school website), providing a link to the Children First National Guidance 2017 [Children First National Guidance 2017.pdf](#), and stating the number and location of hard copies of these procedures available in the school.

Online Access

- Department of Education and Youth Child Protection Procedures for Schools 2025: [gov.ie
Child protection procedures in schools](http://gov.ie/childprotectionproceduresinschools)
- Children First: National Guidance for the Protection and Welfare of Children 2017 and Addenda: [Tusla Children First Guidance](#)
- School policies and the school Child Safeguarding Statement and Risk Assessment are available on the school website and/or from the school office on request.

Hard Copies Available in School

Hard copies of the following documents are maintained:

- Principal's Office
- Staffroom
- School Office

Documents available include:

- Child Protection Procedures for Schools 2025
- Children First: National Guidance for the Protection and Welfare of Children 2017
- Addendum to Children First 2019 and 2025
- School Child Safeguarding Statement and Risk Assessment