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## CloughJordan No.1 N.S. Child Safeguarding Statement and Risk Assessment

For: **CloughJordan No.1 N.S.**

At: **Templemore Road, CloughJordan, Co. Tipperary, E53YY82**

This school is a: **Primary 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): **James Coughlan**

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

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

- Name of Relevant Person: **James Coughlan**

Relevant Person can be contacted on:

050542318

[Principal.cloughjordan.no1.ns@gmail.com](mailto:Principal.cloughjordan.no1.ns@gmail.com)

*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: **Lesley Sandes**

*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.*

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.

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 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.

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.

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 -
<p>Training of school personnel in</p> <p>Child Protection matters</p>	<p>Harm not recognised or reported promptly</p>	<p>Child Safeguarding Statement &amp; DE procedures made available to all staff</p> <p>Staff &amp; Board members encouraged to avail of Child Protection training</p> <p>DLP&amp; DDLP attended PDST Seminar in LEC for DLP &amp; DDLP on Mon 12<sup>th</sup> March 2018</p> <p>BOM records all records of staff and board training</p>
<p>Daily arrival and dismissal of pupils</p>	<p>Access/harm to pupils by strangers or other adults.</p>	<p>Maglocks fitted at all entrances at the front of the school preventing anybody entering without invitation/permission.</p> <p>CCTV in operation.</p> <p>Pupils, parents and visitors can not gain entry without using the buzzer and intercom (fitted at all entrances at the front of the school)</p> <p>Supervision Policy</p>
<p>Inappropriate behaviour by pupils</p>	<p>Risk of harm to pupils</p>	<p><i>Anti-Bullying Policy</i> which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post Primary School</i></p>

		<i>Code of Behaviour</i> for all members of the school
Children travelling in staff cars	Risk of harm to pupils	Staff will not carry children alone in their cars. At least two children must travel with the staff member in the car or another adult and child.
Children travelling in other cars	Risk of harm to pupils	Only parents/grandparents who are Garda Vetted assist with driving children. Parents/Grandparents will not carry children alone in their cars to/from school events. At least two children must travel with the parent/ grandparent in the car or another adult and child.
Travelling on school buses	Risk of harm to pupils	Seatbelt rule will be strictly adhered to when travelling on buses.  Pupil to teacher ratio will be followed to ensure correct supervision standards are in place.  Supervision by staff of children when getting on and off the bus will be enforced and followed thoroughly.

One to one teaching	Risk of harm by school personnel	<p>Staff are mindful of the school's Child Safeguarding Statement</p> <p>Glass panel in the wall and/or door thus rendering the occupants visible at all times</p> <p>Table between pupil and teacher</p> <p>Special Education Policy</p>
Care of Children with special needs	Risk of harm by school personnel	Special Education Policy
Toileting Accidents	Risk of harm to child while a child is receiving intimate care	<p>Clean underwear and suitable clothing will be kept in the school so that if a pupil has an 'accident' of this nature, they will in the first instance be offered fresh clothing into which they can change. If the pupil for whatever reason cannot clean or change themselves the child will be assisted by two members of staff familiar to the child. In all such situations, two members of staff should be present. The Principal and parents will be informed when a child has a toileting accident/intimate care needs in school and how it was dealt with.</p>
Swimming	Risk of harm to a child while a child is receiving intimate care	<p>All adults assisting with supervision in the changing rooms will be Garda Vetted, act in 'loco parentis' and as such will act as prudent parents.</p>

	<p>Access to pupils by strangers or other adults</p>	<p>Pupils will be expected to dress and undress themselves for swimming. Where assistance is needed this will be done in the communal area and with the consent of parents or in the cubicles with no less than two children present with any one adult. Under no circumstances will members of staff/volunteers be expected to or allowed to dress/undress a child alone in a cubicle/private area. In such situations where privacy is required, the parents/guardians of the child will be asked to assist the child. Specific arrangements will be put in place, where necessary, in agreement with parents for managing the care needs of special needs pupils. These arrangements will be recorded as part of the care needs plan.</p>
<p>Attendance</p>	<p>Risk of harm to pupils</p>	<p><i>Statement of Strategy for School Attendance</i></p> <p>Staff monitor non-attendance in correlation with signs of neglect or abuse.</p>
<p>Showing Digital Recordings (Films/videos/DVDs/ T.V. Programmes etc)</p>	<p>Risk of exposure to inappropriate material</p>	<p>Staff will always ensure that any digital recording/programme shown to the children is age appropriate. The only DVDs/films/videos that may be shown to children</p>

		are those rated <i>General Viewing (G)</i> Universal Suitable for all ( <i>U</i> ) or <i>Particular Suitability of the Work for Viewing by Children (UC)</i>
Christmas Concert/Carol Service	Risk of harm caused by a parent/visitor posting images/footage on social media/online of pupils without permission	Posting of images of pupils on social media/online, at school events, is strictly forbidden
Annual Sports Day	Risk of harm caused by a parent/visitor posting images/footage on social media/online of pupils without permission	Posting of images of pupils on social media/online, at school events, is strictly forbidden
Bring & Buy Sale	Risk of harm caused by a parent/visitor posting images/footage on social media/online of pupils without permission	Posting of images of pupils on social media/online, at school events, is strictly forbidden
Use of Information and Communication Technology by pupils and Online Safety	<p>Risk of harm associated with misuse, abuse of devices and various associated technologies</p> <p>Risk of invasion of privacy, online harassment, intimidation or bullying (cyber-bullying)</p> <p>Risk of accessing inappropriate content</p> <p>Phishing and malware</p>	<p>Digital Learning Plan in place</p> <p>Anti-Bullying Policy in place</p> <p>Code of Behaviour in place</p> <p>Acceptable Use Policy - outlines the expected behaviour and responsibilities of both teachers and students when online</p> <p>Phone and Electronic Devices Policy in place</p>

		<p>covering the use of ipad and smart phones in the classroom during the school day as outlined in Circular 0038/2018</p> <p>Jamf School - Mobile device management for schools in place</p> <p>Internet safety training for teachers, students and parents</p> <p>Use of secure communication channels for students and parents to communicate with school e.g. school email, Seesaw.</p> <p>Teach digital citizenship as part of the SPHE curriculum</p> <p>Regularly review and update policies</p>
<p>Online teaching and remote learning</p>	<p>Risk of harm due to inappropriate use of online remote teaching and learning communication platform, namely Seesaw</p> <p>Exposure to environments outside of the school setting.</p> <p>Siblings/Parents/Others on camera</p> <p>Inappropriate content</p>	<p>Acceptable Use Policy in place to include provision for online teaching and remote learning and communicated to parents</p> <p>Appropriate use of Seesaw between school and the individual child/their parents only.</p> <p>Parents to view and supervise all content shared by children at home on Seesaw.</p> <p>Teachers view all content and must approve the children's work before adding it to their journals on Seesaw.</p>

<p>Use of external personnel to supplement curriculum</p> <p>Use of external personnel to support sports and other extra-curricular activities</p>	<p>Access to pupils by strangers or other adults</p> <p>Risk of child being harmed in the school by volunteer or visitor to the school</p> <p>Risk of harm not being reported properly and promptly by school personnel</p>	<p>School adheres to the requirements of Garda Vetting legislation</p> <p>Parental Involvement Policy</p> <p>Work Experience Policy</p> <p>Policy on Confidentiality</p>
<p>Students participating in work experience in the school</p> <p>Student teachers undertaking training placement in school</p> <p>Recruitment of school personnel</p>	<p>Access to pupils by strangers or other adults</p> <p>Risk of child being harmed in the school by volunteer or visitor to the school</p> <p>Risk of harm not being reported properly and promptly by school personnel</p>	<p>School adheres to the requirements of Garda Vetting legislation</p> <p>Parental Involvement Policy</p> <p>Work Experience Policy</p> <p>Policy on Confidentiality</p>
<p>Use of off-site facilities for school Activities/School Tours</p>	<p>Access to pupils by strangers or other adults</p>	<p>Supervision Policy</p> <p>Parental Involvement Policy</p>
<p>After school use of playground facilities by members of the school community, wider community/public - <b>currently closed for any after school use</b></p>	<p>Access to pupils by strangers or other adults</p>	<p>Users should not access the playground outside of school hours as it is currently closed outside of these times.</p> <p>Fencing and gates locked outside of school hours to restrict access</p> <p>CCTV in place</p>

<p>Recreation breaks for pupils</p>	<p>Risk of harm to pupils</p>	<p>The school has in place an SNA Policy</p> <p>The school has in place a Special education policy</p> <p>Specific plans based on children's need during recreational breaks</p> <p>Children have clear guidelines on rules and procedures on arrival, dismissal and during recreational breaks.</p>
<p>Sporting activities and school outings</p>	<p>Risk of harm to pupils</p> <p>Risk of harm from staff, strangers, volunteers, visitors and other pupils</p>	<p>Ensure staff, children and parents are adhering to our school's Code of Behaviour</p> <p>Ensure school personnel have received training on appropriate restraint practices when necessary.</p> <p>Outside agencies provide garda vetting and sign agreement using school policy for external agencies</p> <p>Permissions sought from parents for all school trips, and school sporting activities.</p>
<p>Management and provision of food and drink</p>	<p>Risk of harm to pupils in relation to food temperature or food quality and contamination</p> <p>Allergic reactions</p> <p>Choking hazards</p>	<p>Follow HSE and food provider guidelines; store food at correct temperatures; test food temperature, check expiry dates; maintain strict hygiene in preparation and serving; utensils are washed each day after use</p>

	<p>Inadequate supervision</p> <p>Unapproved food sharing</p>	<p>Regular inspections of cooking are and equipment are carried out by the Hot Meals provider to the school. Clear communication and contact is made with provider in relation any concerns regarding quality of food</p> <p>Maintain an up-to-date allergy list; display allergy alerts in staff/kitchen areas; implement a "no food sharing" rule</p> <p>ensure staff supervision during eating; train staff in first aid for choking.</p> <p>Assign staff to monitor eating areas; ensure calm, seated eating; maintain appropriate staff-to-pupil ratios during meal times</p> <p>Reinforce "no sharing food" rule, communicate rules to pupils and parents; monitor compliance during eating times.</p>
<p>Administration of medicine and Administration of first aid</p>	<p>Risk of harm to pupils when medicine isn't stored in school properly</p> <p>Risk of harm to pupils by staff administering medicines incorrectly</p> <p>RIsk of harm to pupils by school personnel when administering first aid</p>	<p>The school has in place a policy and procedures for the administration of medication to pupils.</p> <p>The school has in place a policy and procedures for the administration of First Aid</p> <p>Staff participate in regular First Aid Training sessions</p>

<p>Curricular provision in respect of SPHE, RSE, Stay Safe</p>	<p>Risk of harm to pupils if curriculum delivered incorrectly</p>	<p>The school has in place an SPHE Policy</p> <p>The School implements in full the Stay Safe Programme, and SPHE Curriculum and RSE lessons</p>
<p>Prevention and dealing of bullying amongst pupils</p>	<p>Risk of harm due to bullying of a child</p>	<p>The school has in place a Code of behaviour</p> <p>The school has in place a Bí Cinéalta Policy and it is referenced to regularly and taught about during SPHE lessons</p> <p>The school implements in full the SPHE Curriculum</p> <p>The school implements in full the Stay Safe Programme</p> <p>Children and Parents of the school are aware of who to talk to about any bullying concerns and appropriate action is taken as per Bí Cinéalta Policy</p>
<p>Visitors/contractors present in the school during school hours</p> <p>Visitors/contractors present during after school hours</p>	<p>Risk of harm by volunteer or visitor to the school</p> <p>Risk of harm due to negligence or carelessness of equipment by contractors</p>	<p>Appropriate measures will be taken if work is being done during or after school hours to ensure safety of pupils is adhered to.</p>
<p>Use of video/photography/other media to record school events</p> <p>Social Media and Digital Technologies:</p>	<p>Risk of harm to pupils Identifying information of a child</p> <p>Posts leading to bullying/harassment from their peers</p>	<p>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</p>

	<p>Taking of photos without permission</p>	<p>Acceptable Usage Policy and Social Media Policy approved and ratified by the board of management.</p> <p>Identifying information is never shared on any social media platform.</p> <p>Social media channels are run by two staff members only.</p> <p>Photo permissions are sought from parents and retained in the office. Parents may withdraw permission at any time.</p> <p>All child-owned digital technologies are prohibited in school.</p> <p>Children are not allowed to use search engines or search websites unsupervised. QR codes will be used where possible.</p>
<p>After-school use of premises by other organisations and breakfast club</p>	<p>Risk of harm to pupils</p> <p>Risk of harm by external adults</p> <p>Failure to follow child protection procedures in the event of a concern</p> <p>Lack of Garda Vetting</p> <p>Inadequate supervision</p> <p>Poor handover procedures between</p>	<p>External groups must have their own Child Safeguarding Statement and reporting procedures; concerns must be reported to Tusla and the school's DLP</p> <p>Ensuring all members of service are Garda Vetted</p> <p>Ensuring clear understanding of reporting child protection concerns</p> <p>External organisations must adhere to agreed adult-to-child ratios; names of</p>

	<p>school staff and external leaders</p> <p>Online safety risks if technology or Wi-Fi is use</p>	<p>supervising adults provided in advance.</p> <p>Written proof of vetting and compliance with vetting and Children's first legislation</p> <p>External groups must ensure equipment is safe and provide a qualified first aider; emergency contact details available on-site.</p> <p>Children using service are only released to authorised parents/guardians as pre arranged by the service.</p> <p>External groups must follow the schools acceptable use policy</p>
<p>Walking down to Cloughjordan Village for sporting activities, Library/bookshop visits or activities in the hall or church.</p>	<p>Risk of harm to pupils.</p> <p>Risk of harm by external adults</p> <p>Traffic</p> <p>Weather (eg icy footpaths)</p>	<p>Appropriate and effective supervision will be adhered to at all times.</p> <p>Correct pupil to teacher/SNA ratio will be followed</p> <p>Older children will pair up with younger children when required</p> <p>Adults will stand on road to allow safe crossing for all children</p> <p>Children will always walk on footpaths</p> <p>Teachers and SNAs situate themselves at different areas of the walking group.</p>

		<p>They will ensure they will walk in front behind and in the middle of the group to keep effective watch on children's safety.</p> <p>Children will be taught SPHE lessons on safety when walking on roads each year during SPHE classes and to be aware and conscious of traffic when walking on footpath and when crossing the roads.</p> <p>Bad weather which may affect walking down to the village will be considered before leaving school and decisions to cancel walking down will be made based on this to ensure all children's safety.</p>
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The board of management of Cloughjordan No.1 N.S. would like to comment that within the above listed risks, supervision plays a vital and important role towards the safety of the children in our school and that any reduction in supervision due to the loss of staff including teachers and Special Needs Assistants would have a detrimental effect on the Child Safeguarding Statement of Cloughjordan No.1 N.S. and would in turn run risks of harm as supervision and care of children would be severely impacted and affected. The board is very satisfied with the care and efforts made by all staff, and this is invaluable in keeping all children safe to the best possible and professional level. The board of management of Cloughjordan No.1 N.S. would like to state that any reduction in staff would have a direct impact on the safety and care of the children in our school and a direct impact on this Child Safeguarding statement of Cloughjordan No.1 N.S.

### 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.

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:  (*most recent review date*).

- Signed:  Date:

*Chairperson of the board of management*

- Signed:  Date:

*Principal/Secretary to the board of management*

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