

Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

City of Dublin FET College Plunket, Northeast Campus is a Further Education College providing further Education to students.

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 \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of City of Dublin FET College Plunket, Northeast Campus 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 (revised 2023)* as part of this overall Child Safeguarding Statement

- 2 The Designated Liaison Person (DLP) is **Adrian Delaney**

- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Elaine O' Sullivan**

- 4 The Relevant Person is **Adrian Delaney**

(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a College setting the relevant person shall be the designated liaison person.)

- 5 The Board of Management recognises that child protection and welfare considerations permeate all aspects of college life and must be reflected in all of the college's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the college will adhere to the following principles of best practice in child protection and welfare:

The college 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 students, parents and guardians and encourage parental involvement in the education of their children; and

- fully respect confidentiality requirements in dealing with child protection matters.

The college will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

6 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 college, the college adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for college staff which are published on the gov.ie website.
- In relation to the selection or recruitment of staff and their suitability to work with children, the college 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 Department of Education and available on the gov.ie 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 college
 - Has provided each member of staff with a copy of the college's Child Safeguarding Statement
 - Ensures all new staff are provided with a copy of the college's Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - 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 Tusl, all college personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the college 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 college or participating in college activities. A written assessment setting out the areas of risk identified and the college'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 college's website, the gov.ie website or will be made available on request by the college.

Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the college in question.

- 7 This statement has been published on the college's website and has been provided to all members of college personnel and the patron. It is readily accessible to students, parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 8 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 adopted by the Board of Management on _____ [date].

This Child Safeguarding Statement was reviewed by the Board of Management on ____ [most recent review date].

Signed: _____

Chairperson of Board of Management

Date: _____

Signed: _____

Principal/Secretary to the Board of Management

Date: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of City of Dublin FET College Plunket, Northeast Campus

In accordance with section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, the following is the Written Risk Assessment of City of Dublin FET College Plunket, Northeast Campus

1. List of school activities

- Daily entry and exiting of students
- Recreation breaks for students
- Classroom teaching
- Online Teaching
- One-to-one teaching
- One-to-one counselling
- Outdoor activities
- Sporting Activities
- College outings
- Use of toilets in College
- Fundraising events involving students
- Use of off-site facilities for College activities
- Care of students with additional educational needs, including intimate care where needed
- Care of any vulnerable adult students, including intimate care where needed
- Management of challenging behaviour amongst students, including appropriate use of restraint where required
- Administration of First Aid
- Curricular provision in respect of physical and mental wellbeing
- Prevention and dealing with bullying amongst students
- Training of College personnel in child protection matters
- Use of external personnel to support extra-curricular activities
- Care of students with additional needs such as
 - Students from ethnic minorities/migrants
 - Students with specific educational needs
 - Members of the Traveller community
 - Lesbian, gay, bisexual or transgender (LGBT) children
 - Students perceived to be LGBT
 - Students of minority religious faiths
 - Students in care
- Recruitment of College personnel including -
 - Teachers/SNA's
 - Administrators/General Operatives/Porters
 - External Tutors/Guest Speakers
 - Volunteers/Parents in College activities
 - Visitors/contractors present in College during College hours
 - Visitors/contractors present during after College activities
- Use of Information and Communication Technology by students in school
- Application of sanctions under the College's Code of Behaviour.
- Students participating in work experience in the school
- Students from the College participating in work experience elsewhere

- Student teachers undertaking training placement in school
- Use of video/photography/other media to record College events
- After College use of College premises by other organisations
- Canteen provision to students
- Use of College premises by other organisation during College day

2. The school has identified the following risk of harm in respect of its activities -

- Risk of harm not being recognised by College personnel
- Risk of harm not being reported properly and promptly by College personnel
- Risk of student being harmed in the College by a member of College personnel
- Risk of student being harmed in the College by another student
- Risk of student being harmed in the College by volunteer or visitor to the school
- Risk of student being harmed by a member of College personnel, a member of staff of another organisation or other person while student is participating in out of College activities e.g. College trip
- Risk of harm due to bullying of student
- Risk of harm due to inadequate supervision of students in school
- Risk of harm due to inadequate supervision of students while attending out of College 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 College personnel communicating with students in an inappropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of College 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 College personnel are provided with a copy of the College's Child Safeguarding Statement
- The Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023) are made available to all College personnel
- College Personnel are required to adhere to the Child Protection Procedures for Primary and Post Primary Schools (revised 2023) and all registered teaching staff are required to adhere to the Children First Act 2015 and it's Addendum (2019)
- The College has an Anti-Bullying Policy which fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and Post-Primary School

- The College has in place a policy and clear procedures in respect of College outings
- The College has a Health and safety policy
- The College adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The College has a codes of conduct for College personnel (teaching and non-teaching staff)
- The College complies with the agreed disciplinary procedures for teaching staff
- The College has as Additional Education Needs policy
- The College has an intimate care policy/plan in respect of students who require such care
- The College
 - Has provided each member of College staff with a copy of the College's Child Safeguarding Statement
 - Ensures all new staff are provided with a copy of the College's Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - Encourages board of management members to avail of relevant training
 - Maintains records of all staff and board member training
- The College has in place a policy and procedures for the administration of First Aid
- The College has in place a code of behaviour for students
- The College has in place an ICT policy in respect of usage of ICT by students
- 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
- The College has in place a Critical Incident Management Plan
- The College has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The College has in place a policy and procedures for the use of external sports coaches
- The College has in place a policy and procedures for one-to-one counselling
- The College has in place a policy and procedures in respect of student teacher placements
- The College has in place a policy and procedures in respect of students undertaking work experience in the College
- The College has in place a policy and procedures in respect of students of the College undertaking work experience in external organisation
- The College has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

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 (revised 2023)*

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 college 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 26th November 2024. It shall be reviewed as part of the College’s annual review of its Child Safeguarding Statement.

Signed: _____

Chairperson of Board of Management

Date: _____

Signed: _____

Principal/Secretary to the Board of Management

Date: _____