



St. Francis Junior School
Priorswood, Dublin 17
Roll No. 17104G

Child Safeguarding Statement

St. Francis Junior School is a primary school providing primary education to pupils from Junior Infants to Second Class. We also have one ASD class.

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 St. Francis Junior 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 of Education'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) is **Aileen Plunkett**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Rose Finn**
- 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.

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
 - 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 above-named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the 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, 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.

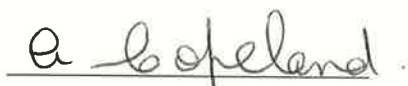
Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question. (see Appendix)

6 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) 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.

Child Safeguarding Statement Adopted, Reviewed and Ratified by the Board of Management on:

11th November 2025

Handwritten signature of Ann Copeland in cursive script, underlined.

Chairperson: Ann Copeland

Handwritten signature of Aileen Plunkett in cursive script, underlined.

Secretary BoM / Principal

Aileen Plunkett

Child Safeguarding Risk Assessment November 2025

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 Revised 2023*, the following is the Written Risk Assessment of St. Francis Junior School

1. List of school activities:

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one play therapy / Counselling / Psychological support
- Outdoor activities
- Use of external personnel to supplement curriculum
- Use of external personnel to support sports and other extra-curricular activities
- Student teachers on observation days / teaching practice
- After school activities
- Pupils 'staying in during' break-time due to illness / note from home requesting this
- Preparation for First Confession / First Holy Communion
- Pupils going 'on message' around the school for class teacher / member of school personnel
- School outings
- School transport for tours / activities
- School Transport for pupils in ASD classroom
- Toilet issues especially with Junior / Senior Infants & Pupils with SEN
- Sports Day / Active Week(s) / Well-Being Week(s)
- Whole School Events including school Christmas shows, travelling show, sports' day etc; changing costumes / large volume of people in the school
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- Care of pupils with special educational needs, including intimate care where needed
- Parent courses delivered through HSCL scheme
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Management of challenging behaviour
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- 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
 - Pupils perceived to be LGBT
 - Pupils of minority religious faiths
 - Children in care

- Children on CPNS
- Recruitment of school personnel including:
 - Teachers/SNAs
 - Ancillary staff
 - External Tutors/ Sports coaches / Guest Speakers
 - Volunteers/Parents in school activities
 - Visitors/contractors present in school during school hours
 - Visitors/contractors present during After School Activities
- Use of Information and Communication Technology by 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
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- School use of school premises by other organisations when school day is over

2. The school has identified the following risks of harm in respect of its activities:

- Risk of harm not being reported properly and promptly by school personnel
- Risk of harm at times of arrival and dismissal
- Risk of pupil being harmed in the school by a member of school personnel
- Risk of pupil being harmed in the school by another child
- Risk of pupil being harmed in the school by a volunteer or visitor to the school
- Risk of pupil being harmed by unknown adult / known adult in the immediate environment
- Risk of pupil being harmed by a member of school personnel, a member of staff of another organisation or other person while the child is participating in activity not on school grounds
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of leaving the school grounds
- Risk of harm due to bullying of pupil and bullying behaviour not dealt with appropriately
- Risk of harm due to inadequate supervision of children in school
- 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 pupil while he / she is receiving intimate care
- 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 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*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel

- *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* All registered teaching staff are required to adhere to the *Children First Act 2015*
- School Staff (Teachers, SNAs, Secretary, Caretaker) are required to complete TUSLA Introduction to Children First, an e-learning programme
- The school adheres to the requirements of the Garda Vetting Legislation and relevant Department of Education & Youth circulars in relation to recruitment and Garda Vetting
- All visitors, whether meeting staff and/or pupils, sign in when they enter the school building
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school's Bi Cineálta Policy fully adheres to the requirements to prevent and address bullying behaviour in primary school
- The school has a supervision policy to ensure appropriate supervision of children during, assembly, dismissal and break times
- The school has in place a policy and clear procedures in respect of school tours / outings
- The school has a Health & Safety Policy. *We hope to review and update it before June 2026..*
- The school complies with the agreed disciplinary procedures for teaching staff
- The school recognises the Teaching Council 'Code of Professional Conduct for Teachers' as best practice and is committed to promoting and maintaining best practice professional conduct amongst all school personnel
- The school has a Special Educational Needs policy
- The school has an Administration of Medication policy.
- The school has a Code of Behaviour and Discipline for pupils
- The school has an AUP policy
- The school has a Mobile Phone Policy in respect of usage of mobile phones by pupils
- The school has a Critical Incident Management Policy/Plan.
- The school has a Home School Liaison Policy and related procedures
- The school has a BoM School statement re: SCP Play Therapy in school
- The school has a statement for student teachers / work experience students who are on placement in the school and they must sign both appendices before commencing placement
- The school has a Remote Teaching & Learning policy

Identified risks if identified during the school year will be addressed and policy / procedure will be put in place.

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.