



Child Safeguarding Statement & Risk Assessment

Kilmurry NS is a primary school with a Special Class for the Deaf providing primary education to pupils from Junior Infants to Sixth 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 (revised 2023) and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Kilmurry NS 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: **Thérèse Kearney**
3. The Deputy Designated Liaison Person (Deputy DLP) is: **Joanne Brosnan**
4. The Relevant Person is: **Thérèse Kearney**

(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 school 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 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.

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 school, the school 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 school 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 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 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 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 (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 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 gov.ie website or will be made available on request by the school.
7. 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.
 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 **25th October 2023**.

This Child Safeguarding Statement was reviewed by the Board of Management on the **5TH December 2024, 16th October 2025**

Signed: *Denis Collins*

Chairperson of Board of Management

Signed: *Thérèse Kearney*

Principal/Secretary to the BOM

Date: **16th October 2025**

Date: **16th October 2025**



Child Safeguarding Risk Assessment

Written Assessment of Risk of Kilmurry NS

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 Kilmurry NS.

List of School Activities	Identified Risks of Harm	Procedures to address Risks of Harm
Daily arrival of pupils at 9.10 am	Inadequate supervision of pupils Bullying by other pupils	Supervision of children by their parents until staff member begins supervision at 9.10am Code of Behaviour Anti-Bullying Policy Supervision is provided by school personal on yard from 9.10am to 9.20am. Children are walked into the classroom by class teacher/SNA in the mornings and at break times.
Daily dismissal of pupils at 2 pm (Infant classes) and 3pm (First to Sixth Classes)	Children being collected by adults not known to them Children not being collected at all Bullying by other pupils	Infant class pupils are handed over to the parent/ guardian/childminder by the teacher. Children are not left leave the school grounds without seeing the parent/person collecting the child. School must be notified if someone different is collecting a child or if they are to cycle or walk home by themselves. Outside of normal dismissal times, pupils will only be released to parents or those nominated by the parents to collect the child. Children must be signed

		<p>out if leaving the school early and also signed in, if arriving to school late. When children arrive to school late this is also recorded on Aladdin.</p> <p>In cases where the parent cannot collect a child, the parent is expected to inform the school and give the name of the person who will collect the child.</p> <p>Pupils who are collected late to wait in corridor with supervising teacher. Other staff to remain present in school.</p> <p>In the case of family conflict where an instruction has been given to the school that a named person is not to collect the child and attempts to do so, the parent who normally collects the child will be contacted without delay. In the meantime, the Principal will prevent, insofar as is practicable, the parent from taking the child from the school.</p>
Entry & exit of school building	Harm by visitors to school Flight risks	All doors to be locked & gates closed at 9.30am every day
Recreation breaks	Inadequate supervision of pupils Bullying by other pupils Harm by Senior volunteer pupils	Adequate supervision of pupils Anti-Bullying Policy Protocols for Volunteers
Whole class teaching	Harm by school personnel	<p>Classroom doors fitted with glass panels</p> <p>Two or more members of staff present in some classes, e.g. class teacher and special needs assistants</p> <p>Storeroom and Staffroom out of bounds to pupils</p> <p>All school personnel are provided with a copy of the school's Child Safeguarding Statement</p> <p>School complies with agreed disciplinary procedures for teaching</p> <p>Teachers are aware of the Teaching Council's Code of Conduct/ Ethics</p> <p>All Staff are Garda-vetted</p>
In-class group teaching	Harm by school personnel	SEN policy

		Minimum of two school personnel present
Small group learning support teaching in a SEN room	Harm by school personnel	SEN policy Classroom doors fitted with glass panels
One to one learning support teaching in a learning support room	Harm by school personnel	All Staff are Garda-vetted One to One teaching: may be provided for any pupil where it is deemed to be in the best interest of the child by the principal and teaching staff. All one-to-one teaching sessions should be clearly timetabled and should only be carried out where there are appropriate agreements in place with regard to the physical environment (doors left open, etc.) SEN policy Classroom doors fitted with glass panels Door to remain open Teachers may use desk in corridor for one-to-one teaching All staff have a copy of our school's Child Safeguarding Statement
One to one complex needs teaching in a learning support room	Harm by school personnel	SEN policy Classroom doors fitted with glass panels Door to remain open Teachers may use desk in corridor for one-to-one teaching
SNA's travelling with child to SEN room, removing for movement break or comforting when upset	Harm by school personnel	SEN policy Remain in corridor or in an area on yard that is visible to other staff members
Care of children with special educational needs, including intimate care needs	Harm by school personnel Sexual abuse	Child Safeguarding Statement Implementation of Child Protection Procedures. Two adults present at all times SEN policy

<p>Care of pupils with specific vulnerabilities/needs, e.g. children of the Travelling Community, migrants, children of minority religious faiths, children in care, LGBT children, pupils perceived to be LGBT, children on the Child Protection Notification System</p>	<p>Harm by school personnel Bullying by peers</p>	<p>Compliance with all legislation and DES circulars regarding Garda Vetting Anti-Bullying Policy</p>
<p>Use of toilet facilities around school</p>	<p>Harm by school personnel or peers Inappropriate behaviour</p>	<p>Toilets are in classroom and therefore supervised by teacher during class time Rule that only one child is allowed in a toilet at any time Junior children who need toilet from yard are monitored by the SNA on their yard through the window into the classroom</p>
<p>Curricular provision in respect of SPHE, RSE and Stay Safe</p>	<p>Non-teaching or inadequate teaching of material</p>	<p>School implements SPHE, RSE and Stay Safe in full The school implements in full the SPHE curriculum over a two-year cycle as outlined in the school plan. The Stay Safe programme will be taught in every class as outlined in the school's SPHE plan. Teachers will preview content prior to showing class. Individual teachers planning documents indicate when specific objectives of the SPHE curriculum are taught.</p>
<p>School tours</p>	<p>Harm by school personnel or by employees of tour centres Bullying by peers</p>	<p>School Tour policy Minimum of two members of staff present at all times Anti- Bully Policy</p>
<p>Sporting activities:</p> <ul style="list-style-type: none"> school teams in Cumann na mBunscol competitions in football, local football, basketball and rugby blitzes, including training and games 	<p>Harm by school personnel or external personnel Inappropriate relationship/communications between child & another adult/child</p>	<p>Child Safeguarding Statement provided to all personnel, both internal and external Minimum of two school personnel present at all external training sessions and matches Teacher / SNA is present at in-school coaching sessions by external coaches</p>

<ul style="list-style-type: none"> ● in-school tag rugby training by Munster Branch coach ● in-school GAA training by Kerry GAA 	Bullying by peers	Pupils changing into sportswear to do so in a manner preserving dignity & privacy
Swimming	<p>Harm by school personnel, parent volunteers or external personnel</p> <p>Inappropriate relationship/communications between child & another adult/child</p>	<p>Child Safeguarding Statement provided to all personnel, both internal and external</p> <p>Minimum of two school personnel present at all swimming lessons for supervision of toilets, changing rooms & boarding bus</p> <p>Teachers and SNAs are present at poolside during swimming sessions by external coaches</p> <p>Swimming Policy</p> <p>Pupils changing to do so in a manner preserving dignity & privacy</p>
Active Schools Week and Annual Sports Day	Harm by school personnel and/or parents or other spectators	All school staff present
Christmas Performances	<p>Harm by school personnel and/or parents or other spectators</p> <p>Inappropriate recording (video or photograph) of pupils</p> <p>Subsequent inappropriate use and/or circulation of material via social media, texting, digital device or other manner</p>	<p>All school staff present</p> <p>Mobile Phone & Electronic Device policy</p> <p>Recording of events is prohibited by the school</p>
Fundraising or social events organised by Parents' Association	Harm by school personnel and/or parents/guardians	<p>Child Safeguarding Statement and DES Procedures made available to all relevant parents</p> <p>Minimum of two parents present</p> <p>School staff present insofar as possible</p>

Fundraising events organised by pupils (e.g. Bake Sale, etc.)	Harm by school personnel, peers and/or visitors to the event	School staff present Pupils not left alone during the event
Participation in religious ceremonies	Harm by parish personnel Inappropriate relationship/communications between child & another adult/child	Child Safeguarding Statement and DES Procedures made available to all relevant parish personnel Preparation for sacraments takes place in an open area such as the church Confessions take place in an open area School staff present at all times
Administration of First Aid	Harm by school personnel	Correct administration of First Aid First Aid training for school personnel First Aid administered in open area in view of others
Administration of medication	Incorrect administration of medication	Administration of Medication Policy Parents must request administration of medication from BOM & sign indemnity form Parent must maintain supply of correct medication in date Parent must supply school with correct instructions on administration, including correct dose, time and method
Volunteers/Parents	Harm to pupils	Vetting Procedures Policy for Parents/Volunteers School Tour policy
Recruitment of school personnel including teachers, SNAs, caretaker, secretary, cleaners, etc.	Harm by school personnel Harm not recognised or promptly reported	Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnel Best practice procedures with regard to interviewing and checking references are followed.

Recruitment of contractors & maintenance staff during school hours and/or during after schools activities	Harm by personnel Harm not recognised or promptly reported	Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnel
Recruitment of sports coaches, external tutors, guest speakers, parents support in school activities	Harm by personnel Harm not recognised or promptly reported	Compliance with all legislation and DES circulars regarding Garda Vetting Child Safeguarding Statement and DES Procedures made available to all new personnel
Training of school personnel in child protection and welfare matters	Harm not recognised or reported promptly to the DLP or DDLP	Child Safeguarding Statement supplied to all school personnel. DES Child Protection Procedures made available to all school personnel. BOM records all records of staff and board training DLP& DDLP to attend training All Staff to view Tusla training module & any other online training offered BOM members to attend available training Induction of new personnel Presentation of certificate of participation in Tusla online training
Prevention & dealing of bullying amongst pupils	Bullying Harm by personnel Harm not recognised or promptly reported	Implementation of Anti-Bullying Policy and Code of Behaviour Glass panel in Principal's office Stay Safe programme Walk Tall programme
Use of IT among pupils	Cyberbullying Exposure to inappropriate material	Digital Learning Plan incorporating: Anti-Bullying Policy Code of Behaviour Acceptable Use Policy Mobile Phone & Electronic device policy

		<p>NCTE Safety applications on school server</p> <p>Staff always present during pupil use of IT</p> <p>Children are encouraged to use child friendly search engines e.g., Kiddle and Kidflex</p> <p>Parents are asked to sign permission to allow children's photographs to go on school website and on school newsletter.</p>
Use of video/photography/other media to record school events	Inappropriate use and/or circulation of material via social media, texting, digital device or other manner	<p>Mobile Phone & Electronic Device Policy</p> <p>Communication to parents at whole school events. Parents are asked to refrain from taking photographs at all school events and are made aware that photographs cannot be shared under any circumstances.</p> <p>Children are not permitted mobile phones or devices in school. If a child is found to have a mobile device in school, they turn phone off and give it to the teacher. It is given back at the end of the day.</p> <p>Staff are not permitted to use their own personal devices to take photographs or videos of the children.</p> <p>The school iPads may be used to record children's work and activities.</p>
Use of external personnel to support curriculum	<p>Harm by external personnel</p> <p>Inappropriate relationship/communications between child & another adult/child</p>	<p>Child Safeguarding Statement provided to all personnel</p> <p>Class teacher present at all times</p> <p>Compliance with all legislation and DES circulars regarding Garda Vetting</p>
Extra-curricular activities by school personnel	Harm by school personnel	No one to one activities to take place; always a group of pupils or activity to be cancelled
Extra-curricular activities provided by tutors/coaches other than school personnel	<p>Harm by external personnel</p> <p>Inappropriate relationship/communications between child & another adult/child</p>	<p>Compliance with all legislation and DES circulars regarding Garda Vetting</p> <p>Child Safeguarding Statement and DES Procedures made available to all new personnel</p> <p>Glass panels in all classroom and hall doors</p>

Management of challenging behaviour among pupils	Injury to pupils or staff	Code of Behaviour Health & Safety Statement
Application of sanctions under School's Code of Behaviour including detention of pupils, removal from class, confiscation of phones, etc.	Harm by school personnel	Code of Behaviour Glass panels in all classrooms & Principal's office doors Devices: If a child is found to have a mobile device in school, they turn phone off and give it to the teacher. It is given back at the end of the day.
Student teachers on School Placement	Harm by student teacher Inappropriate relationship/communications between child & another adult/child	Garda Vetting carried out by relevant college Child Safeguarding Statement and DES Procedures made available to student teacher Policy on Work experience & Student Placement Class teacher and/or school personnel remains in the classroom while student teacher is teaching
Transition Year students on Work Experience.	Harm by TY student Inappropriate relationship/communications between child & another adult/child	Garda Vetting sought if student is 16 years of age & over Child Safeguarding Statement and DES Procedures made available to TY student Policy on Work experience Class teacher remains in the classroom with TY student
Online Learning	Harm due to inappropriate use of online remote teaching and learning platforms	Policy on Remote Learning Secure online platforms to be used such as Aladdin, SeeSaw, Google Classroom, Microsoft Teams
Afterschool use of premises by other organisations	Risk of outside organisations accessing confidential files and documents in the office or in rooms used by the organisation	All confidential files will be kept in a locked file which can only be accessed by the DLP and the Deputy DLP. Organisations using our premises should have their own Child Safeguarding Statement. They will be given a copy of our school's Child Safeguarding Statement.

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.

This risk assessment has been completed by the Board of Management on _____ . It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

Principal/Secretary to the Board of Management