



## Child Safeguarding Statement and Risk Assessment November 2025

Castleknock Community College is post-primary school providing primary/post-primary education to pupils from First Year to Leaving Certificate Year.

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 Castleknock Community College 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 **John Cronin**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Christina Clarke**
- 4 The Relevant Person is **John Cronin**

*(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 (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.
- 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 26.02.2018

This Child Safeguarding Statement was reviewed by the Board of Management on 26.11.2025

Signed: John Walsh

Chairperson of Board of Management

Signed: J. Cronin

Principal/Secretary to the Board of Management

Date: 26/11/25

Date: 26/11/25

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of Castleknock Community College

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 2017*, the following is the Written Risk Assessment of Castleknock Community College.

<p><b>1. List of school activities</b></p> <p>Supervision of Students</p>	<p><b>2. The school has identified the following risk of harm in respect of its activities</b></p> <p>Daily arrival &amp; dismissal of students</p>	<p><b>3. The school has the following procedures in place to address the risks of harm identified in this assessment</b></p> <ul style="list-style-type: none"> <li>■ The College has created Supervision Guidelines to ensure appropriate supervision of students during, assembly, dismissal and breaks and in respect of specific areas such as toilets &amp; changing rooms &amp; locker areas</li> <li>■ All staff are aware of the <u>College's Attendance &amp; Punctuality Policy</u>.</li> </ul> <p>Parents are informed in advance of each school year when supervision of students commences and concludes for each school day.</p> <p><i>A review process was conducted and completed in February 2019. The protocols are posted on Website &amp; will be part of all future communications to parents at the College.</i></p>
<p>Supervision of Students</p>	<p>Lunchtime Supervision</p>	<p>The College has created Supervision Guidelines to ensure appropriate supervision of children during, assembly, dismissal, and breaks and in respect of specific areas such as toilets &amp; changing rooms.</p> <p>Supervision is provided using the resources available under the Supervision &amp; Substitution allocation.</p> <p>All teachers follow the protocols agreed regarding school tours and activities.</p> <ul style="list-style-type: none"> <li>■ Guidelines for Extra Curricular Policy.</li> <li>■ Guidelines for School Tours.</li> </ul>
<p>Supervision of Students</p>	<p>School Tours &amp; Outings</p>	<p>The College has created Supervision Guidelines to ensure appropriate supervision of children during, assembly, dismissal, and breaks and in respect of specific areas such as toilets &amp; changing rooms.</p> <p>Supervision is provided using the resources available under the Supervision &amp; Substitution allocation.</p> <p>All teachers follow the protocols agreed regarding school tours and activities.</p> <ul style="list-style-type: none"> <li>■ Guidelines for Extra Curricular Policy.</li> <li>■ Guidelines for School Tours.</li> </ul>

Supervision of Students	Use of Toilets & Shower areas	The College has created Supervision Guidelines to ensure appropriate supervision of children during, assembly, dismissal, and breaks and in respect of specific areas such as toilets & changing rooms. A review process was conducted and completed in September 2019. Protocols in place.
Supervision of Students	Fundraising Events involving students	Guidelines & template designed and circulated to all relevant staff (TY, LCVP & LCA).
Supervision of Students (Garda Vetting)	Students involved in work experience	The College implements in full its guidelines for The Homework Club and Supervised Study. (When applicable)
Supervision of Students	Homework Club & Supervised Study,	Protocols and guidelines for students with primary care needs are in place
SNA (Primary Care Needs)	Managing Students with Primary Care Needs	The Teaching Council vet all teachers DDL ETB & Teaching Council.
Training & Garda Vetting	Classroom Teaching	Teachers are instructed on the correct procedures for working in one to one teaching situations.
Training & Garda Vetting	One to One Teaching	Induction & Child Protection Training delivered. <i>A review process was conducted and completed in February 2019. Protocols in place.</i>
Training & Garda Vetting	Student teachers undertaking training placement in school	All staff receive Child Protection Training before they commence employment at the College. The Principal delivers a presentation on Child Safeguarding Procedures to all staff at the September staff meeting.
Training & Garda Vetting	Training of school personnel in child protection matters	Garda Vetting and qualified in their area of expertise. Guidelines & template designed and circulated to all relevant staff (TY, LCVP & LCA). <i>A review process was conducted and completed in February 2019. Protocols in place.</i>
Training & Garda Vetting	Use of external personnel to supplement curriculum	
Training & Garda Vetting	Recruitment of school personnel	The College adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting

Training & Garda Vetting	After school use of school premises by other organisations.	<p>The College requires all agencies/organisations to provide public liability.</p> <p>The College implements in full its Guidelines for Visitors to the College.</p> <p>All Stakeholders who hire facilities at the College on a regular basis are required to follow Child Protection Guidelines. The Director of Adult Education &amp; Principal oversee this process.</p> <p>The College requires all agencies/organisations to provide public liability.</p> <p>The College implements in full its Guidelines for Visitors to the College.</p> <p>All staff follow the procedures as outlined in the Colleges <i>Learning &amp; Language Support Policy</i>.</p>
Training & Garda Vetting	Use of the school premises by other organisations during the school day.	
Pastoral Supports	Care of children with special educational needs	
Pastoral Supports	Care of pupils with specific vulnerabilities	<p>The College has a <i>Learning &amp; Language Support Policy</i> which addresses the needs of students with specific vulnerabilities.</p>
Pastoral Supports	Prevention & Dealing with Bullying amongst pupils. The Policy also includes a statement on Racism.	<p>The College has a Counter Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary &amp; Post Primary Schools</i>. <i>The College has established a working group to begin the implementation of the new guidelines for bullying "Bi Cinncalta"</i></p> <p>All staff follow the College's Code of Behaviour</p> <p>The College has a Code of Behaviour Policy which is reviewed by all stakeholders on a regular basis.</p>
Student Behaviour	Management of Challenging Behaviours	
Student Behaviour	Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.	
Student Wellbeing	Maintaining Positive Wellbeing for all students	<p>In 2023 the College appointed a SPHE &amp; Wellbeing Coordinator to oversee the delivery of the Wellbeing modules at the College</p>
Guidance & Counselling	Care of students who access the Guidance & Counselling Services at the College	<p>The Role of the Guidance Counselling Department is detailed in the College Guidance Plan, which is reviewed annually by the Board of Management.</p> <p>All Guidance Counsellors at the College comply with the Code of Ethics as outlined by the Institute of Guidance Counsellors in 2002.</p>

Medical Matters	Administration of First Aid/Medicine.	All parents are required to notify the College of their child's medical needs and appropriate supports are put in place. Guidelines & templates designed and circulated to all relevant staff & posted on website. <i>A review process was conducted and completed in February 2019. Protocols in place.</i>
Curriculum Provision	Curricular provision in respect of SPHE, Life Skills & RSE	The College implements in full the SPHE, Life Skills, Wellbeing Programme at Junior Cycle & the RSE Programme.
Remote Teaching & Learning	Teaching students on-line during prolonged school closures. (Covid 19)	All teachers have been trained in the use of the MS Teams platform.  DDL ETB provide CPD to all teachers providing online teaching All Teachers, students and parents have been advised of the protocols and safety requirements of online learning & teaching.  The Guidelines for Online Etiquette were revised in November 2020 and were issued to all students and teachers.
Use of Personal Devices	Use of Personal Devices since the introduction of One-to-One Devices in 2023	The College has designed guidelines for all students who now use One-to-One Devices and works in conjunction with its Digital Device Provider, Wriggle to ensure that Online Safety Standards are managed and maintained.
ICT	Use of ICT in the School	The College implements in full the <b>Acceptable Usage Policy for Students &amp; Staff</b>  The College implements in full its <b>Data Protection Policy</b> .  The College implements in full its <b>CCTV Policy</b>
ICT	Use of video/photography/other media to record school events	The College has a protocol in place regarding use of a Photographs & Videos

H&S	Health & Safety Policy	The College has a Health & Safety Policy in place which is reviewed and updated at regular intervals.
Critical Incident Policy	Critical Incident Policy	This policy is reviewed every three years by the College and ratified by the Board of Management.

**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.