SN an Croí Ró Naofa,
Belclare,
Tuam,
Co. Galway
H54 NY03
belclarens@gmail.com

Charity Reg no-20201750
Uimhir Rolla- 18021H

Website- www.belclarens.ie
Phone (093) 55569

Principal- Mrs. Agnes Martyn **Deputy Principal**- Ms. Sinéad Muldoon

CSS 1 Child Safeguarding Statement & Risk Assessment

For: SN an Croí Ró Naofa (Belclare)
Rolla : 18021H

At: Belclare, Tuam, Co. Galway H54 NY03

This school is a vertical primary school under the ethos and patronage of the Archbishop of Tuam Francis Duffy.

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): Mrs. Agnes Martyn
Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP): Ms. Sinéad Muldoon.

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

Name of Relevant Person: Agnes Martyn
Relevant Person can be contacted on: 09355569

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: Ms. Sarah Molloy

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 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 cooperate 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 CSS1 Page 2 of 15 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 members child protection
training completed 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. Child Protection Safeguarding Booklet. 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 through the school office.

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 an exhaustive list.

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, 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.

Signed-

Sarah Molloy **09/07/2026**
Chairperson Date

Agnes Martyn **09/07/2026**
Principal/Secretary of Board of Management Date

Risk Assessment Overview In accordance with Section 11 of the Children First Act 2015, and in line with the requirements of Chapter 8 of the Child Protection Procedures for Primary and Post-Primary Schools (Revised 2025), the following constitutes the Written Risk Assessment of SN an Croí Ró Naofa (Belclare).

List of School Activities	Risks Identified Against Each School Activity	Procedures/Measures in place to Mitigate Risk
Staff		
Child Protection Training of School Personnel	Harm / Abuse not being reported properly and promptly by school personnel Risk of child being harmed in the school by a member of school personnel Risk of child being harmed by a volunteer / parent person while child participating in school activities Risk of child being harmed by a member of staff of another Risk of child being harmed in the school by another child	All school staff are Garda Vetted. All staff attended in person Child Protection training provided by Oide in December 2025. In addition, the BOM: Ensures that the Child Safeguarding Statement & Risk Assessment & procedures are made available to all staff. Ensures staff avail of relevant training -a) the DLP and DDLP have availed of Child Protection training provided by Oide. c) The first staff meeting of each September will address the DES child protection safeguarding guidelines and Risk Assessment. Strongly encourages the BOM members to avail of relevant training. Maintains records of all staff and BOM training.
Record Keeping	• Risk of Sensitive Information not being shared with DLP / DDLP as required	All staff are aware of school record keeping procedures. Child protection records are secure and confidential. Related School Policy/Procedure: Data Protection Policy

	• Risk of records of a sensitive nature not being properly secured and treated in confidence • Risk of loss of records of a sensitive nature	
Daily arrival and dismissal of pupils	• Risk of harm to pupils by another child or an adult. • Risk of Inadequate supervision.	Supervision begins at 9:10am in classrooms. Teachers supervise pupils until 9:20am. Parents should not drop children early and must collect promptly. Afterschool collections at 3pm are supervised. Related school policy: Supervision Policy
Recreation breaks	• Risk of harm to pupils by another child or an adult • Risk of Inadequate supervision • Staff on supervision duty during the arrival, dismissal and recreation breaks for students. • Risk of Inappropriate Behaviour • Risk of Bullying	Staff are on playground duty during outdoor breaks, dismissal and indoor breaks. Staff are aware of key areas that need monitoring e.g. toilet areas. Related School Policy/Procedure: Supervision Policy/Bí Cineálta.

	• Risk of pupil being harmed being allowed to leave school with an unsuitable adult or child	
Classroom teaching	• Risk of allegations being made against a member of staff	All staff are vetted and receive the safeguarding statement. Allegations against staff are managed in line with the Child Protection Procedures.
One-to-one teaching, one to one counselling, coaching.	• Risk of child being harmed by a member of school personnel • Risk of allegations being made against a member of staff	One-to-one teaching is done with glass-panel doors. The school implements in full the Stay Safe Programme. All school personnel are provided with a copy of the school's Child Safeguarding Statement. All coaches are vetted under our patron and teachers maintain a supervisory presence. **Teachers are not to leave classes alone with coaches or students on work experience. Supervision of classes is the responsibility of the class teacher at all times.** Counselling does not take place on a one-to-one basis in school. The school has a policy in place for the use of external school coaches.
Outdoor teaching/ activities		Outdoor teaching activities which require leaving the school grounds involve a second staff member being asked to accompany the class teacher**. The Principal or in her absence the Deputy Principal must be made aware of any class or child leaving the school for outdoor teaching/activities.**

		Related policy: Supervision Policy, Tour Policy (Does the school have one?)
Sporting Activities/ School outings	• Risk of harm to a child by an adult or child • Risk of harm not being recognised and/or reported correctly and appropriately • Risk of an allegation being made against another child/ren or a member of school personnel	On school outings/ sporting events the ratio of adults to children is strictly monitored. **The Principal or in her absence the Deputy Principal must be made aware of any class or child is leaving the school for outdoor teaching/activities.** **<u>The principal or in her absence the deputy principal will make an informed decision regarding the required levels of supervision required. A minimum threshold of 12:1 must be adhered to at all times.</u>**
Use of changing/shower areas when attending swimming.	• Risk of pupil being harmed by a member of school personnel or another child/ren • Risk of an allegation being made against other child/children or a member of school personnel	The ratio of staff to students is closely monitored during swimming sessions. From Code of Ethics and Good Practice for Children's Sport Ireland Ch.4 Practice p.33 'Respect the privacy of young people while changing, leaders may only need to enter changing rooms where the participants are very young or require special assistance. When necessary, leaders should supervise in pairs or seek assistance; it is the safety and welfare of the participants that is of paramount importance. **<u>Children who require assistance</u>**

		with changing will be aided to do so in a cubicle. Independence will be fostered and staff will only assist where absolutely necessary. Verbal and visual prompts will be used where possible. Related Policies: Intimate Care, Supervision
Volunteers /Coaches/Outside speakers	• Risk of child being harmed in the school by a volunteer or visitor to the school	Staff are aware of the Child Protection Guidelines, and the school Supervision Policy. Class teacher remains with the person at all times. Security system on front door means no unauthorised access. Garda Vetting Procedures are in place.
Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lesson	• Risk of harm to a child by an adult or child • Risk of school personnel not acting in accordance with agreed school protocols and procedures • Risk of allegation being made against school personnel	The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting. The school complies with the agreed disciplinary procedures for teaching staff. Staff are aware of the Child Protection Guidelines and the school Supervision Policy.

Risk of harm due to inadequate supervision of children while attending out of school activities.		Supervision Policy in place.
Risk of harm due to adults gaining access to children on the school premises	• Risk of harm to a child by an unknown adult. • Risk of an allegation being made against a staff member	Sign on the front door of the school requesting all visitors to call to the school office in the first instance. Buzzer system in place at the front door. Garda Vetting Procedures in place for staff and volunteers.
Risk of harm caused by member of school personnel communicating with pupils or parents in 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.	• Risk of harm to a child by an adult or child • Risk of school personnel not acting in accordance with agreed school protocols and procedures • Risk of allegation being made against school personnel	All students and their parents are familiar with the Internet Acceptable Use Policy for students. All school staff adhere to the Internet Acceptable Use Policy. The school implements in full the Stay Safe Programme.
Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school		Computers and iPads are used for educational purposes under supervision in the school. This policy includes provision for online teaching and learning remotely, and has been communicated to parents. Secure Oide filtering in place for school broadband. Pupils are not permitted to bring

		mobile phones or similar devices to school. As part of the SPHE curriculum, targeted age-appropriate lessons addressing online safety are provided for all pupils Related School **Staff are not permitted to use their mobile phones for school business.**
Risk of harm to children with SEN who have particular vulnerabilities. Risk of harm to child while a child is receiving intimate care.	• Risk of pupil being harmed by a member of school personnel or another child/ren • Risk of an allegation being made against another child/ren or a member of school personnel	The school has an Intimate Care Policy in respect of students who require such care. In cases where a student needs a change of clothes due to a toileting accident a staff member with another child accompanies the child to the toilet (if an older sibling is in the school, he/she may be asked to assist their sibling). The staff member and assisting child source the change of clothes and wait outside the toilet until the child has changed. Related School Policy/Procedure: Intimate Care/Toileting. Individual toileting plans are put in place if required. These are discussed and agreed with parents/guardians and agreed protocols are put in place.
Toilet areas	Inappropriate behaviour	Classroom toilets are used before/after breaks and as needed during the day. Teachers put procedures in place to reduce risk in communal or unsupervised toilet areas.
Behaviour	Risk of harm due non compliance with Code of Behaviour	All parents are asked to read this on entry to the school and sign that they have read it and comply with it. Each year teachers draw up classroom expectations with

		pupils in September referring to the Code of Behaviour. Related School Policy/Procedure: Code of Behaviour
• Annual Sports Day • Lá Glas • Green Flag Day	Risk of harm due to inadequate supervision.	Class teachers remain in charge of their class groups at all times and are responsible for their supervision. Sports Day for all children will take place on the school grounds.
Use of off-site facilities for school activities	Risk of harm to a child due to an inadequate supervision.	When off-site facilities are used supervision is provided by the staff.
School transport arrangements	Risk of harm to a child by an adult or child Risk of harm not being recognised and/or reported correctly and appropriately	Children are supervised by staff when buses are hired for all school events. Morning and evening collections are provided by Bus Eireann. Bus Eireann sub contracts these runs. All bus drivers are vetted and inspected by Bus Eireann. Bus escorts who accompany pupils on the bus runs for our special classes are employed by the BOM and are vetted through SN an Croí Ró Naofa's vetting process. The principal regularly liaises with bus drivers and the bus children are supervised by staff when buses are hired for all school events. Morning and evening collections are provided by Bus Eireann.
Management of challenging behaviour amongst pupils, including appropriate use of restraint when required	• Risk of harm to a child • Risk of an allegation being made against a member of	School staff are all garda vetted and have completed mandatory safe guarding training. SNA staff (2026) have all received training in behaviours of concern.

	school personnel	
Administration of Medicine	• Risk of harm to a child	The school has a policy and procedures in place for the administration of medication to pupils. In cases where a child has a particular need for administration of medicine the BOM are alerted and staff are trained accordingly. A photograph of the child is displayed in the classroom on a need-to-know basis and medicine is kept in the school office or in a secure place in the classroom. SNA staff all received First Aid training in 2026. Related School Policy/Procedure: Administration of Medicine
Administration of First Aid	• Risk of harm to a child	The school has a policy and procedures in place for the administration of First Aid to pupils. First Aid during playground duty is administered by the school secretary or principal in the school office. If the injury is more serious the child is assessed by the class teacher/ principal. It is protocol to call home in all cases of head injury. The Accident Logs are filled in in all cases where the injury is serious. First Aid packs are brought to Sports outings/ Sports Day/ School Tours. Related School Policy/Procedure: Administration of First Aid **All injuries of a serious natured must be documented and the accident report form must be given to the principal or in her**

		absence the deputy principal.
Curricular provision in respect of SPHE, RSE, Stay Safe, Wellbeing. Risk of harm due to bullying of child. Prevention and dealing with bullying behaviour amongst pupils	• Risk of inadequate implementation of the SPHE curriculum and the Stay Safe programme Risk of pupils not learning the skills and strategies necessary to protect themselves • Risk of harm due to bullying of child • Risk of serious incidents of bullying not being recognised as being a child protection concern • Risk of Pupils not having the strategies/skills to report bullying / inappropriate behaviour	RSE and Stay Safe is taught fully throughout the school. The Cuntas Miosiúl of individual teachers will highlight the SPHE content objectives covered and the Stay Safe lessons covered. Related School Policy/Procedure: SPHE Plean Scoile, RSE Policy The school's Bí Cineálta policy fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and Post Primary Schools. All staff follow the policy when dealing with incidents.
Care of pupils with specific vulnerabilities/ needs such as ● Pupils from ethnic	• Risk of harm due to Racism or prejudice	The Catholic Vision for Education is inclusion. "A catholic school proposes a life of faith to all pupils within it's

minorities/migrants ● Members of the Traveller community ● Lesbian, gay, bisexual or transgender (LGBTQ+) children ● Pupils perceived to be LGBTQ+ ● Pupils of minority religious faiths ● Children in care		care, but never imposes the school's faith or ethos on any child or family. Catholic schools are sensitive to those of different faiths and as part of the Universal church are welcoming and open to all" CPSMA, 2023 All staff are vetted and comply with all policies such as the Code of Behaviour, Internet Acceptable Use Policy, Bí Cineálta Policy, Data Protection and Child Safeguarding Statement.
Recruitment of school personnel including • Teachers • SNAs • Caretakers • Secretary • Cleaners • Sports Coaches • External Tutors • Guest Speakers • Volunteers • Parents in school Activities • Visitors/contractors present in school during school hours • Visitors/contractors present during after school activities	• Risk of recruiting unsuitable Personnel • Indicators of harm /abuse not being recognised by school personnel • Harm / Abuse not being reported properly and promptly by school personnel. • Risk of child being harmed in the school by a member of school personnel, by a volunteer / parent while child is participating in school	All school personnel are vetted. All adults who visit the school on a regular basis or any visitors who are in the school in a teaching/coaching capacity are vetted. Visitors to the school enter through the front door and wait for the Secretary to electronically open the fobbed door into the school. All coaches who are brought in to help for P.E. sessions are vetted before they begin coaching or alternatively provide vetting from their relevant organisation e.g. GAA, FAI etc.

	activities, by a member of staff of another organisation or other person while child participating in school activities.	
Students participating in work experience in the school	• Indicators of harm /abuse not being recognised by school personnel • Harm / Abuse not being reported properly and promptly by school personnel • Risk of child being harmed in the school by a member of school personnel/ by a volunteer	If the student is under 18 their Parents will need to complete garda vetting for them If the student is over 18, they themselves will be vetted through the Diocesan Office.
Use of video/photography/other media to record school events	• Risk of pupil's identity being inappropriately shared • Risk of harm through image being inappropriately shared.	Consent received from parents when pupils are enrolled to publish photos on website/newspapers. Related Policies: Acceptable Use, Data Protection

After school use of school premises by other organisations/Use of school premises by other organisations.	• Risk of harm to a child	Related School Policy/Procedure: Hire of Premises form. All persons who wish to use the school premises must be garda vetted.

The school-

- Has provided each member of school 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
- Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils and an Anti-Bullying policy - Bí Cineálta

Examples of Activities, Risks and Procedures The examples listed in this document are provided to assist schools in undertaking their risk assessment under the Children First Act, 2015. Schools should note that this list of examples is not intended to be exhaustive, and that the inclusion of an example of a policy or procedure on these lists does not make it mandatory. It is the responsibility of each school to ensure, as far as possible, that any other risks and procedures that are relevant to its own particular circumstances are identified and specified in the written risk assessment and that adequate procedures are in place to address all risks identified. It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others.

In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as "any potential for harm". Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm).

Doing so will help the school To:

● Identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities.

● Identify and assess the adequacy of the various procedures already in place to manage those risks of harm.

● Identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

Online Safety

The Addendum to Children First: National Guidance for the Protection and Welfare of Children2017 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.

Signed: _____ Date: _____

Chairperson of the Board of Management

Signed: _____ Date: _____

Principal/Secretary to the Board of Management