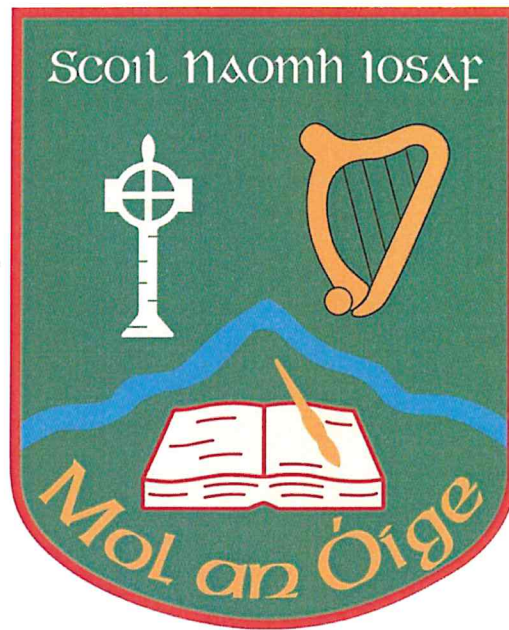




Scoil Naomh Iosaf (13747F)

**Child Safeguarding Statement
And Risk Assessment**

DLP: Pádraig Ó Breacáin (Príomhoide)

DDLp: Mary Fitzgerald (Leas Phríomhoide)

CSS1

Child Safeguarding Statement and Risk Assessment

For:	Scoil Naomh Iosaf, Riverstown NS
At:	Riverstown, Glanmire, Cork T45XY22

This school is a: (tick appropriate) ☒ primary ☐ post-primary ☐ special school

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):

Pádraig Ó Breacáin

Name of the Deputy Designated Liaison Person (Deputy DLP/DDLP):

Mary Fitzgerald

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

Name of Relevant Person

Pádraig Ó Breacáin

(In schools this person is the DLP)

Relevant Person can be contacted on:

021 4866233

principal@riverstownns.com

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, or in an ETB school the Chief Executive or their delegate:

Ann Walsh

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, or in an ETB school the chief executive or their delegate, 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 co-operate 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 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 member child protection training 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.

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 by the school.

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 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 exhaustive list. Individual boards of management shall also include in this section such other procedures and measures that are of relevance to the school.

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 (if any), 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.

Child Safeguarding Risk Assessment

List of school activities

- Daily arrival and dismissal of pupils including specific arrangements for Infants
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one counselling/support
- Outdoor teaching activities
- Sporting Activities
- School outings
- Use of toilet/changing areas/ lift in school
- Annual Sports Day, Open Night, Confirmation and Communion Receptions
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements including use of bus/taxi escorts
- Care of children with special educational needs, including intimate care where needed,
- Intimate care of all pupils where needed.
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to supplement curriculum
- Use of external personnel for sports/extra-curricular activities
- 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 (Child Protection Notification System)
- Recruitment of school personnel including -
 - Teachers/SNAs
 - Caretaker/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
- Participation by pupils in religious ceremonies/religious instruction outside school
- Use of ICT 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
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Breakfast Club/ Homework club- Creative Kids

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

- Risk of harm not being recognised by school personnel
- Risk of harm 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 in the school by another child
- Risk of child being harmed in the school by volunteer/visitor to the school
- 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 lessons
- Risk of harm due to bullying of child
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- 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 child while a child 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 school personnel communicating with pupils in an inappropriate manner via social media/texting/digital device or other manner
- Risk of harm caused by school personnel accessing/circulating inappropriate material via social media/texting/digital device or other manner

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 and Children First Guidance Book 2017*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel on internal shared network.
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
- The school implements in full the Stay Safe Programme
- The school implements in full the SPHE curriculum
- The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*

- The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- The school has in place procedures in respect of school outings (Appendix 1)
- The school has a Health and Safety policy
- The BoM has installed a CCTV System in the school
- The BoM has installed an Access Control System in the school
- The school boundary is enclosed by means of railings and palisade fencing
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school has a Code of conduct for teachers (ref Teaching Council Code of Professional Conduct) and other school personnel (ref employment contracts)
- The school complies with agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has in place an intimate care plan (App1)
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
 - Will provide each member of school staff with a copy of the school's Child Safeguarding Statement and Children First Guidance Book 2017
 - Will ensure all new staff are provided with a copy of the school's Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - Encourages BoM members to avail of relevant training
 - Will maintain 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
- The school has in place an ICT policy in respect of usage of ICT by pupils
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
- The school has in place a Critical Incident Management Plan
- The school has in place procedures for the use of external persons to supplement delivery of the curriculum (App1)
- The school has in place procedures for the use of external coaches (App1)
- The school has in place clear procedures for one-to-one teaching activities (App1)
- The school has in place procedures for one-to-one counselling/support (App1)
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place procedures in respect of students undertaking work experience in the school. (App1)

Additional pages may be added as required

Online Safety

The *Addendum to Children First: National Guidance for the Protection and Welfare of Children 2017* 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.

Child Protection Statement and Risk Assessment

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.

This Child Safeguarding Statement and Risk Assessment was reviewed by the board of management on 24th of September, 2026

Signed:*		Date: 24 th September, 2026
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Chairperson of the board of management

Signed:*		Date: 24 th September, 2026
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Principal/Secretary to the board of management

This Child Safeguarding Statement and Risk Assessment is expected to be reviewed again in September 2027

** Document to be printed and signed with original signatures*

CSS 2

Review of the Child Safeguarding Statement and Risk Assessment

The Child Protection Procedures for Schools 2025 require that the board of management must undertake a review of its Child Safeguarding Statement and Risk Assessment. The following template must be used for this purpose. The review must be completed every calendar year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers. Undertaking an annual review will ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement and Risk Assessment every two years.

As part of the overall review process, boards of management should also assess relevant school policies, procedures, practices and activities and their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015 and Children First National Guidance 2017, the Addendum to Children First (2019) and 2025, Children First National Guidance 2017, the Addendum to Children First (2019) and (2025), and the Child Protection Procedures for Schools 2025.

Designated Liaison Person

Name:	Pádraig Ó Breacáin
Date Appointed:	2019

Relevant Person

(In schools this is the DLP)

Name:	Pádraig Ó Breacáin
Contact details:	021 4866233
Date Appointed:	2019

Deputy Designated Liaison Person

Name:	Mary Fitzgerald
Date Appointed:	2026

Contact details for Tusla

Contact Name

Pat Kelleher

Address

South West Regional Office,
St Stephen's Hospital,
Sarsfield Court,
Glanmire
T45PH45

Contact Number

021-4949080

Contact details for An Garda Síochána

Contact Name

Garda Clodagh Fitzgerald

Address

Sallybrook,
Glanmire,
Cork

Contact Number

085/8533110

Checklist for review of the Child Safeguarding Statement

1. When did the board first formally adopt a Child Safeguarding Statement and Risk Assessment in accordance with the Child Protection Procedures for Schools 2025? For most schools this will be March 2018, as outlined in Section 9.9 of the procedures.

Date first Child Safeguarding Statement and Risk Assessment adopted by the school:

March 2018

- 2(a) Where is the Child Safeguarding Statement and Risk Assessment displayed in the school? For example, in a prominent place near the main entrance to the school.

At the main entrance of the school.

- (b) Is there a student-friendly version, with a photograph of the Designated Liaison Person, displayed beside the Child Safeguarding Statement and Risk Assessment?

☒ Yes

- (c) Other than displaying in a prominent place near the main entrance to the school, how have students been made aware of the student-friendly version?

☒ Displayed at all student entrances

☒ On school website

☒ School journal

☐ Other: (please state)

3. Has the board used the most recent Child Safeguarding Statement and Risk Assessment Template and formally adopted, without modification, the Child Protection Procedures for Schools 2025?

☒ Yes

What is the date of the previous review of the Child Safeguarding Statement and Risk Assessment?

Date: September 2025

4. Has the Board included a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the Addendum to Children First (2019)?)

☒ Yes

5. Is there a written protocol in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons in line with Appendix C of the Child Protection Procedures for Schools 2025?

☒ Yes

6. Has the Board reviewed and updated the written assessment of risk as part of this overall review (for example, to include shower facilities, changing rooms, swimming, online engagements to facilitate learning). Boards should refer to the Child Safeguarding Statement and Risk Assessment Template for examples.

☒ Yes

Date of this review: 24th, September 2026

7. How has the Board ensured that the Child Safeguarding Statement and Risk Assessment is provided to the patron, the parents' association and all parents of children in the school? Give dates of emails/letters/texts/links provided.

The Board has ensured by sharing on the school website and with the Parents' Association, The Child Safeguarding Statement and Risk Assessment during the month of September 2026. It has also been sent to the Patron and is on display at the main entrance to the school.

8. How has the Board sought the feedback of parents, students and school personnel (teaching and non-teaching) on the Child Safeguarding Statement and Risk Assessment?

Has the school engaged with each of the above through, for example, a meeting or survey. The support documents CSS 5, CSS 6 and CSS 7 can be used to support this engagement. Details of how feedback was sought should be outlined below.

(a) Parents

Through the Parents' Association AGM

(b) Students

School assemblies

(c) School Personnel

Staff meeting

9. Outline any aspects of the school's Child Safeguarding Statement and Risk Assessment and/or its implementation that require further improvement, including any complaints or suggestions for improvements, which the Board has identified:

Ongoing review of Statement and Risk Assessment at staff meetings. Any risks are always reported to the DLP and the Statement is reviewed as a result.

10. Outline details of how areas for improvement have been adequately addressed including whether an action plan with appropriate timelines has been put in place:

Through Staff engagement

Through student engagement at assemblies
Through meetings with the Parents' Association

11. Has the template for Notification regarding the board of management's review of the Child Safeguarding Statement and Risk Assessment been used to inform the school community and relevant parties that they have fulfilled their statutory obligation to annually review the school's Child Safeguarding Statement and Risk Assessment?

☒ Yes ☐ No ☐ N/A

Training

12. Give details of when the DLP and DDLP most recently attended child protection training for DLP/DDLPs:

DLP: Pádraig Ó Breacáin	Date: 19 th September, 2025
DDLP: Mary Fitzgerald	Date: 25 th September 2026

13. Give details of child protection training attended by any members of the Board and dates attended:

Board of Management Child Protection Training by CPSMA – April 28th, 2026.

14. How has the Board ensured that all school personnel (including new school personnel, temporary staff and substitutes) have been made aware of their responsibilities under the Child Protection Procedures for Schools 2025 and the Children First Act 2015? For example, completing e-learning or other training, use of department's supports for school personnel when reviewing the Child Safeguarding Statement and Risk Assessment, induction/mentoring system for new personnel, or other measures. How are records of the training completed maintained by the school?

The School's Child Safeguarding Statement is present in every classroom in a wall folder. All staff have read it and are aware of it.

Child Protection Oversight Report (CPOR)

15. Has the Board received a Principal's Child Protection Oversight Report (CPOR) at every ordinary meeting of the Board held since the last review of the Child Safeguarding Statement was undertaken which contains all the information required under each of the four headings set out in Section 12.3 of the Child Protection Procedures for Schools 2025?
- ☒ Yes ☐ No
16. Since the Board's last review of the Child Safeguarding Statement, if there have been cases presented for oversight as part of the CPOR, has the Board been provided with and reviewed all records relevant to the CPOR?
- ☒ Yes ☐ No ☐ N/A
17. Have these cases been anonymised and redacted as necessary?
- ☒ Yes ☐ No ☐ N/A
18. Since the Board's last review Child Safeguarding Statement, if there have been cases presented for oversight as part of the CPOR, do the minutes of the board meeting:
- (a) specify the anonymised documents provided to the board as part of the CPOR
- ☒ Yes ☐ No ☐ N/A
- (b) use unique codes to record child protection matters?
- ☒ Yes ☐ No ☐ N/A
19. The board has undertaken the review of the Child Safeguarding Statement and Risk Assessment and has issued/published notification confirming same.
- ☒ Yes ☐ No ☐ N/A

Reporting

20. Where are all records relating to child protection filed and stored in a secure manner? For example, stored securely in the principal's office in such as manner as only the DLP and DDLP and the chairperson when acting as DLP will have access to these records.

Stored securely in the principal's office where only the DLP and DDLP have access.

21. How does the Board ensure that child protection procedures in relation to reporting to Tusla/An Garda Síochána are followed in full? The Board should indicate that the DLP follows the procedures outlined in the Child Protection Procedures for Schools 2025 for reporting of all child protection concerns.

The DLP follows the procedures outlined in the Child Protection Procedures for Schools 2025 for reporting of all child protection concerns.

Curriculum

22. The Board should outline the steps it has taken to ensure that the SPHE, RSE, and Wellbeing curriculum is appropriately planned for and delivered to the children and young people in the school.

Meeting with principal to outline planning for teaching of SPHE, RSE and wellbeing.

Each class teacher signs a declaration to the BOM that they will teach the SPHE curriculum every year.

For primary schools, it should confirm that:

- a. Aspects of all three strands (SPHE, RSE, Wellbeing) are covered each year.
- b. The Stay Safe programme is taught in its entirety in one year – at least once during infants, 1st/2nd class, 3rd/4th class, and 5th/6th class. Schools will be informed if, in the future, the Department approves an alternative or replacement to the Stay Safe Programme.
- c. The school plan outlines provision for RSE across each of the different class levels/stages.
- d. The date of the most recent policy review or curricular implementation is noted.

For post-primary schools, it should confirm that:

- e. The Wellbeing Programme for Junior Cycle is being implemented.
- f. RSE and SPHE are being appropriately delivered.
- g. The date of the most recent policy review or curricular implementation is noted.

Vetting and Recruitment

The board should be satisfied that procedures to ensure that all statutory requirements in relation to vetting, statutory declarations and forms of undertaking are met. The board should refer to the school's recruitment procedures about how references of all school personnel are checked and how vetting outcomes are managed before appointment or work in the school is undertaken. Schools under the aegis of Education and Training Boards (ETB) should outline how they adhere to ETB recruitment processes.

If joint agreements are used for the visiting coaches or for school placement students, this should be included. If the school is part of teacher sharing arrangements (see section 10.2 of the procedures), the vetting oversight actions taken should be included.

23. The Board should indicate how it is satisfied that:

- (a) the statutory requirements for Garda Vetting are met.

All required documentation in relation to Garda Vetting of all teaching and non-teaching staff along with afterschool staff of classes are submitted and filed in the school office.

--

- (b) the department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking are met.

All teaching and non-teaching staff must submit a Statutory Declaration before working in the school. All documentation is filed in the school office.
--

- (c) thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers).

All guidelines are followed as outlined by the Department of Education and also, by the Patron.

Statement by the Board

The Board should make an overall statement as to its satisfaction that the Child Safeguarding Statement and Risk Assessment and child protection procedures are being fully and adequately implemented by the school.

The Board of Management of Scoil Naomh Iosaf, Riverstown is satisfied that the Child Safeguarding Statement and Risk Assessment and child protection procedures are being fully and adequately implemented by the school.

Signed*:

Chairperson of the board of management
Date: 24 th September, 2026.

**Document to be printed and signed with original signatures*

CSS 3

Notification Regarding the Board of Management's Review of the Child

Safeguarding Statement and Risk Assessment

This template must be used by the board of management to inform the school community and relevant parties that they have fulfilled their statutory obligation to annually review the school's Child Safeguarding Statement and Risk Assessment.

To: whom it may concern

The board of management of:

Scoil Naomh Iosaf, Riverstown NS

wishes to inform you that:

- (a) The board of management's annual review of the school's Child Safeguarding Statement was completed at the Board meeting of

24 th September 2026

(date).

(b) This review was conducted in accordance with the board of management's review of the Child Safeguarding Statement and Risk Assessment published on www.gov.ie/childprotectionschools .

Signed:*		Date:
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Chairperson of the board of management

Signed:*		Date:
-----------------	--	--------------

Principal/Secretary to the board of management

** Document to be printed and signed with original signatures*



Child Safeguarding in our School



Child safeguarding is what we do in our school to keep children and young people safe from harm.

We teach you the **Stay Safe Programme** to help you feel safe at school and in your life outside of school too.

We also think about other ways to keep everyone safe and we write these down. This is called our **Child Safeguarding Statement**.

We check this every year. When we do this we will ask you what you think about safeguarding in our school.

If someone says or does something to hurt you or makes you feel uncomfortable, you can tell an adult that you trust.



Who to go to:



Any trusted adult

For example, a teacher, SNA, secretary/caretaker or the principal

What we will do:



Listen and understand



Guide or look for help

Every school has a person in charge of child safeguarding. This person is called the Designated Liaison Person or DLP. The DLP for our school is



Pádraig Bracken

Appendix 1 - Location of copies of the Child Protection Procedures and Children First Guidance

Child Protection Safety Statement and Risk Assessment is available on our school website www.riverstownns.ie

Hard copies are available on request from the office or by emailing office@riverstownns.com

Hard copies are displayed in every classroom in the school.

The online location for the procedures is on the Department of Education and Youth website www.gov.ie/childprotectionschools and the link to the Children First National Guidance 2017 is [Children First National Guidance 2017.pdf](#).

Appendix 2: SNI Procedures referenced in Risk Assessment and Child Safeguarding Statement

Accidents:

While every precaution will be taken under our Health and Safety Policy to ensure the safety of children, it is accepted that accidents will happen. At Break Times, children who suffer significant injuries are attended to by the Special Needs Assistants on duty. The nature and extent of the injury and treatment applied is noted in the First Aid Log. If deemed necessary, an Accident Report Note is completed and sent home with the child for the attention of his/her parent(s). If deemed necessary by the relevant adult, direct contact will be made with the child's parents. If warranted, the school may seek and avail of immediate medical assistance for the child.

Toileting/ Intimate Care accidents:

Clean underwear and suitable clothing are kept in First Aid in the school foyer, in Room 3 and in all six Infant classrooms so that if a pupil has an 'accident' of this nature they will in the first instance be offered fresh clothing into which they can change.

If the pupil cannot clean or change themselves when soiled, parents should be contacted. If the parents/guardians cannot be contacted, the child will be assisted by members of staff familiar to the child. In all such situations two members of staff should be present where possible.

A record of all such incidents will be kept in Eachtra a tharla book and parents will be notified. The school has an intimate care policy which was last ratified in June 2025.

Attendance

Scoil Naomh Iosaf complies with the Education Welfare Act 2000 by furnishing reports to the Education Welfare Officer regarding non-attendance or poor attendance. The school also monitors any correlation observed between non-attendance and signs of neglect and/or abuse. The school also has An Attendance Strategy Statement in place since June 2017.

One to One Teaching or Counselling/Support:

Every room in our school has a door with a viewing panel. In all rooms the panel is left unobstructed by blinds or any other covering. Though children in general are not withdrawn for 1:1 teaching, there may be times when investigating incidents of poor behaviour/bullying, when a child has requested to have a quiet word with a teacher, when all other children in the group are absent, when a child is being assessed that a child is alone with a teacher/Counsellor/ psychologist. In all cases the teacher in the adjacent room must be informed and if possible leave the door of the room ajar.

Photography:

- Permission is sought from all parents for their child's photograph to be used for school related events i.e. Our Newsletter, our Website. We do not share facial images of our pupils on our Instagram account. Group photos from a distance is allowed.
- Photographs of pupils taken by teachers on their personal phones will be deleted once they have been sent to the Principal or the teacher with responsibility for photography. Photographic images will be stored in a folder on the school's internal shared network. Any photos shared will be through Aladdin going forward.
- At the end of each school year, photographs taken will be archived on an external hard drive, labelled and stored securely.

Record Keeping

- Sensitive information regarding children will be shared on a need-to-know basis.
- Official pupils' files are stored securely.
- Pupil records are held in a locked filing cabinet.
- SEN files are stored in locked filing cabinets.
- All files of pupils who no longer attend this school are stored securely in the records room. Tusla are informed that children have moved to secondary school where necessary.

Regarding child protection matters, the DLP will maintain proper records which will be kept in a locked filing cabinet and the necessary measures are in place to ensure that the confidentiality of the records is maintained. The DDLP also has access to the records.

School Outings

School outings to the local library, local O'Callaghan Park, local historic, geographical walks, to the GAA pitches, to the church will occur during the school day. School tours are planned in general for the month of June. On all outings, class teachers, SEN teachers and SNAs accompany classes at all time. Permission notes include collection arrangements if the class return after normal school hours. These notes are collected from all pupils prior to the tour/outing.

Other outings such as Quizzes, the Cór Fhéile, Sciath na Scol competitions, Feis Maitiú, the Choral Festival can happen outside of school hours but school staff are in attendance and the children are supervised until handed over to the care of their parents/guardians.

Sporting Activities: Games/ PE/ Swimming

Children will be brought by bus to the swimming pool. Pupils are advised regarding appropriate behaviour in the dressing room areas and in the swimming pool. Teachers/SNAs will be present to exercise supervision of the pupils at/near the dressing rooms. It may be necessary for teachers/SNAs to enter the dressing rooms in order to exercise their supervisory duties.

Dressing/ Undressing:

Pupils will be expected to dress and undress themselves for games/PE/ swimming and also when getting dressed in costumes for Dress rehearsals and Musicals/ Dramas /Plays ie the Junior, Senior Infant, 5th class Nativity Plays or the 6th Class End of Year Musical. Where assistance is needed this will be done in the communal areas and with the consent of parents. Under no circumstances will members of staff/ volunteers be expected to or allowed to dress/undress a child in a cubicle/private area. In such situations where privacy is required the parent/guardian of the child will be asked to assist the child. At all times there will be adequate supervision of pupils.

Toilets:

All classrooms have internal toilets which children use freely during class time. If a child needs to use the toilet during break times or PE or on outings/tours a member of staff accompanies a group of 3/4 children together to the toilet area and maintains a presence adjacent to the toilet area to accompany the children back to the class group.

Transportation

In the normal course of events, members of the school staff will not carry pupils in their cars, and should do so only in cases of emergency. In this event, another staff member should travel in the car also. However, we recognise that this is not always practicable in a medical emergency situation.

Visitors

Staff members on playground duty will be aware of visitors entering the school playground and will ascertain their intentions. Staff members will be vigilant of strangers/visitors entering the school grounds/premises. All visitors/parents are required by the Board of Management to report to the Secretary's Office on entering the school. Notices are posted on the building informing visitors/parents of this requirement. All visitors must complete the Visitors Log Book and wear Admission Badges, 'Cuairteoir', for the duration of their visit. Parents calling with school lunches or other requirements for their children will be asked to leave these at the Secretary's Office for collection by their child.

All coaches, visiting teachers and students on work experience will provide Garda clearance to the school and class teachers will be present at all times during these classes, sessions or workshops.

Work Experience

Scoil Naomh Iosaf accommodates our past pupils who wish to spend a week here as part of their TY work experience programme. All students need to be Garda vetted prior to beginning work experience. Students are assigned to a classroom and are under the class teacher's supervision during their time here.

Students on School placement from the Higher Education Institutions (See Policy)

Staff Reminders

Child Protection and Safeguarding will be on the agenda of every staff meeting.

Training

Training is refreshed every 3 years for staff.

Diocesan office will provide training for the Board of Management.

Appendix 3: List of Mandated Persons

Pádraig Bracken	Joanne Kelleher
Mary Fitzgerald	Claire Holland
Irene O'Flynn	John Meade
Claire Wallace	Amy Freyne
Elaine Murphy	Michael O'Reilly
Maeve O'Callaghan	Shane Martin
Carmel Connolly	Eimear Quirke
Edel O'Reilly	Alice O'Driscoll
Celine O'Rourke	Darren O'Brien
Anne Marie Kelly	David Shine
Máire Holland	Michelle Culhane
Mary Healy	Dónal Ó Driscoll
Lisa Shine	Clodagh McGrath
Yvonne Vaughan	Eoin Mc Grath
Siobhán O'Keeffe	Gemma Nyhan
Ray McDonagh	Sarah Treacy
Evelyn Stapleton	Triona Heskin
Sarah Bourke	Claire Conlon
Niamh Buckeridge	Orna Leonard
Kerry Murphy	Mairéad O'Flynn
Laura Powell	Danika Fenton
Sinéad Galvin	Siobhán McNamara

