



Loreto Abbey Secondary School, Dalkey

## **Mandatory Template 1: CHILD SAFEGUARDING STATEMENT AND RISK ASSESSMENT**

### **Child Safeguarding Statement**

Loreto Abbey Dalkey is a post-primary school providing post-primary education 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 Loreto Abbey Dalkey 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 2017 as part of this overall Child Safeguarding Statement
2. The Designated Liaison Person (DLP) is **Mr. Robert Dunne**
3. The Deputy Designated Liaison Person (Deputy DLP) is **Mr. Will Flanagan**
4. The Relevant Person is **Mr. Robert Dunne**

*(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. This person can also be the DLP)*

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 DE 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 DE 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.
- In this school the Board has appointed the above named DLP as the 'relevant person' (as defined in the Children First Act 2015) to be the first point of contact in respect of the schools child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 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 DE 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 27th August 2024..

Signed: Elis Humphreys

Chairperson of Board of Management

Date: 28th August 2025

Signed: Robert Jones

Principal / Secretary to the Board of Management

Date: 28th August 2025

**Child Safeguarding Risk Assessment**  
**Written Assessment of Risk of Loreto Abbey Dalkey**

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 Loreto Abbey Secondary School, Dalkey.

**1. List of school activities**

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Congregation in locker areas
- Classroom teaching
- Online teaching and learning remotely
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- One-to-one mentoring
- After school supervised study
- Outdoor teaching activities
- Online teaching and learning remotely
- Facilitation of all faiths in curricular Religious Education
- Sporting Activities
- Annual Spirit Day
- School outings
- School trips involving overnight stay
- School trips involving foreign travel such as the Camino
- Use of toilet/changing/shower areas in schools
- Fundraising events involving pupils
- Use of off-site facilities for school activities

- School transport arrangement for sports
- Care of children with special educational needs
- Management of challenging behaviour amongst pupils
- Management of provision of food and drink
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE and RSE
- 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 to support sports and other extracurricular activities
- Care of pupils with specific vulnerabilities/needs such as
  - Pupils from ethnic minorities
  - Members of the Traveller community
  - Lesbian, gay, bisexual or transgender (LGBT) children
  - Pupils perceived to be LGBT
  - Pupils of minority religious faiths
  - Children with medical needs
- Recruitment of school personnel including -
  - Teachers/ANAs
  - 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 students in religious ceremonies/religious instruction external to the school
- Use of information and communication technology by students in school, including social media
- Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of photography and social media to record and comment on school events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- After school supervised study

**2. The school has identified the following risks 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 harm due to incorrect entry to the school via the Convent gate
- Risk of harm due to a medical event
- Risk of harm due to a fire / chemical spillage etc.
- Risk of harm due to trip hazards in the building
- Risk of harm due to activities engaged in by students in practical subjects
- Risk of harm due to spillages of hot drinks
- Risk of harm due to the consumption of food purchased on the premises
- Risk of student being harmed in the school by a member of school personnel
- Risk of student being harmed in the school by another student

- Risk of student being harmed in the school by volunteer or visitor to the school
- Risk of student 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
- Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms
- Risk of harm due to bullying of student
- Risk of harm due to racism
- 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, including medical vulnerabilities
- 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 member of a school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner
- Risk of harm due to student walking in school grounds after dark

**3. The school has the following procedures in place to address the risks of harm identified in this assessment –**

- All school personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* are made available to all school personnel
- School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and all registered teaching staff are required to adhere to the *Children First Act 2015* and the Addendum to Children First (2019)
- The school appoints qualified SNAs
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle incorporation PE, CSPE, SPHE and several Short Courses
- 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 undertakes anti-racism awareness initiatives and is involved in 'Stand Up Awareness Week'
- The school has a supervision policy to ensure appropriate supervision of students during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- The school has accessed training for 25 members of staff in First Responder Medical Training.
- The school has trained 15 Fire Marshals in the event of a Fire.
- The canteen contractor adheres to HACCP protocols and guidelines and takes responsibility for the appropriate training of personnel
- The school has a policy and clear procedures in place in respect of school outings and all major school events
- The school has a Health and Safety Statement

- The school has in place a comprehensive monitoring security system and has a lock- down entry system. Areas of the grounds are clearly lit after dark and are monitored by CCTV.
- All rooms have glass panels in the doors
- The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
- The school has a code of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Whole School Inclusion policy
- 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 trained First Aiders
- The school has an Administration of Medicine Policy
- The school has a School Tour Policy. All trips abroad are organised by reputable agencies with adequate supports to evacuate where necessary
- The school has in place a Code of Behaviour for pupils
- The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents
- The school has in place a policy governing the use of smartphones and iPad devices in the school by pupils as per circular 38/2018
- The school has in place a Critical Incident Management Plan
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a Whole School Guidance Policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has a Psychometric Testing Policy in place
- The school has a protocol in place for the Senior Cycle Mentoring Programme
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience/community care outside the school

**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 (revised 2023)*

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.