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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: Róisín Conlon

Date Appointed: Since September 2014
Relevant Person: Róisín Conlon

Name: Róisín Conlon 0861381823 Sorchá Brennan
Contact details: 0861381823
Date Appointed: September 2014

Deputy Designated Liaison Person

Name: Sorchá Brennan
Date Appointed: December 2016

Contact details for Tusla

Contact Name:

Various Duty Social Workers

Address:

Northwood/ Wellmount Child and Family Agency(D07, D11), Finglas/ Parkview Child and Family Agency (D09; 05;03)

Contact Number:

8467235/7719740

8467129

8566856

Contact details for An Garda Síochána

Contact Name:

Luara Kavanagh (Community Policing Unit)

Address:

Garda Station, Santry, Dublin 9

Contact Number:

016664039/016664415

Emergency 112

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.

Displayed at main entrance; Child-friendly version in each classroom

- (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 in all student classrooms
- On school website
- Teacher-led whole class lesson
- Student Council - led reminder to all classes

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: 08/10/2025

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: 30 Sept 2026

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

Patron -via link provided by Educate Together National Office

PTA – via email sent from Principal (DLP) email to PTA email address; also discussed at various meetings

Parent body – via focus group with parent group; via weekly newsletter; via website www.get.ie; via annual meeting of Board of Management and parent body

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

Via focus group with parent group using CSS 7; via weekly newsletter; via website www.get.ie

(b) Students

Via focus group with parent group using CSS 5; Teacher-led discussion; Student Council

(c) School Personnel

Staff Weekly Newsletter; Regular Meetings; Survey

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:

Continue with on-going regular reminders

Clarity on best practice in relation to transfer of information from primary to post-primary

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:

Establish what and when and how in relation to transfer from primary to post-primary

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

Training

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

DLP:	Drumcondra Ed Centre (Roisin Conlon)	Date:	29/09/25
DDLP:	Drumcondra Ed Centre (Sorcha Brennan)	Date:	29/09/25

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

November 2024

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?

24 Nov 2025 – Whole Staff Training by Oide

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

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

17. Have these cases been anonymised and redacted as necessary?

Yes

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

(b) use unique codes to record child protection matters?

Yes

19. The board has undertaken the review of the Child Safeguarding Statement and Risk Assessment and has issued/published notification confirming same.

Yes

Reporting

20. Where are all records relating to child protection filed and stored in a secure manner?

Stored securely in the principal's office in such a manner as only the DLP and DDLP and the chairperson when acting as DLP will have access to these records.

21. How does the Board ensure that child protection procedures in relation to reporting to Tusla/An Garda Síochána are followed in full?

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.

- Aspects of all three strands (SPHE, RSE, Wellbeing) are covered each year.
- 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.
- The school plan outlines provision for RSE across each of the different class levels/stages.
- The date of the most recent policy review or curricular implementation was 2024.

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.

The Board is satisfied that procedures to ensure that all staff are vetted prior to any work in the school.
The school's recruitment procedures include references of all school personnel being checked;
and vetting outcomes are managed before appointment or work in the school is undertaken.

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

The Board is satisfied that procedures to ensure that all statutory requirements in relation to vetting, statutory declarations and forms of undertaking are met.
The principal is provided with Statutory declaration and form of undertaking before appointment or work in the school is undertaken

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

The above includes: Teachers, SNAs, Caretaker, secretary, bus escorts, substitutes – all employees of the school

The following groups are vetted prior to any work within the school:

Extra-curricular Activities Providers

Volunteers: TY students, student teachers, Reading with Dogs Volunteer

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 is satisfied that the Child Safeguarding Statement and Risk Assessment and child protection procedures are being fully and adequately implemented by the school. Child Protection Procedures for Schools 2025 are formally adopted and implemented from September 30th 2026.

The school undertakes a comprehensive review of the CSS and RA in term one of each school year involving all stakeholders.

Signed: * Catherine Clune Mulvoney

Date: 30.09.2026

Chairperson of the board of management

