# **Child Safeguarding Risk Assessment**

## **Written Assessment of Risk of Youthreach Sligo**

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of Youthreach Sligo.

1. **List of centre activities**

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| * Daily arrival and dismissal of students. * Recreation breaks for students. * Classroom teaching * One-to-one teaching * One-to-one counselling * Outdoor teaching activities * Sporting Activities * Centre outings * Centre trips involving overnight stay * Centre trips involving foreign travel * Use of toilet/changing/shower areas in centre * Sports Day * Fundraising events involving students. * Use of off-site facilities for centre activities * Centre transport arrangements including use of bus * Care of children with special educational needs, * Care of any vulnerable adult students, * Management of challenging behaviour amongst students. * Administration of First Aid * Curricular provision in respect of SPHE, * Prevention and dealing with bullying amongst students. * Training of centre personnel in child protection matters * Use of external personnel to supplement curriculum * Use of external personnel to support sports and other extra-curricular activities * Care of students with specific vulnerabilities * Students from ethnic minorities/migrants * Members of the Traveller community * Lesbian, gay, bisexual or transgender (LGBT) children * Students perceived to be LGBT * Students of minority religious faiths * Children in care * Recruitment of centre personnel including - * Teachers / Resource Staff / Co-ordinator * Caretaker/Secretary/Cleaners * Sports coaches * External Tutors/Guest Speakers * Volunteers/Parents in centre activities * Visitors/contractors present in centre during centre hours * Visitors/contractors present after centre activities * Use of Information and Communication Technology by students in centre * Application of sanctions under the centre’s Code of Behaviour * Students participating in work experience in the centre * Students from the centre participating in work experience elsewhere * Student teachers undertaking training placement in centre * Use of video/photography/other media to record centre events * After hours use of centre premises by other organisations * Use of centre premises by other organisation during centre day * Breakfast club |

1. **The centre has identified the following risk of harm in respect of its activities –**

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| --- |
| * Risk of harm not being recognised by centre personnel * Risk of harm not being reported properly and promptly by centre personnel * Risk of child being harmed in the centre by a member of centre personnel * Risk of child being harmed in the centre by another child or over 18 year old student. * Risk of child being harmed in the centre by volunteer or visitor to the * centre * Risk of child being harmed by a member of centre personnel, a member of staff of another organisation or other person while child participating in out of centre activities e.g. centre trip, swimming lessons * Risk of harm due to bullying of child * Risk of harm due to inadequate supervision of children in centre * Risk of harm due to inadequate supervision of children while attending out of centre 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 in centre * Risk of harm to children with SEN who have particular 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 centre personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner * Risk of harm caused by member of centre personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner * Transportation by Staff / Students in their own cars. |

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

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| --- |
| All centre personnel are provided with a copy of the centre’s *Child Safeguarding Statement*   * The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all centre personnel * Centre 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 centre implements in full the SPHE curriculum * The centre has an Anti-Bullying Policy * The centre has a supervision policy to ensure appropriate supervision of students at breaks times. * The centre has in place a policy and clear procedures in respect of centre outings * The centre has a Health and safety policy * The centre adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting * The centre has a codes of conduct for centre personnel (teaching and non-teaching staff) * The centre complies with the agreed disciplinary procedures for teaching staff * The centre –   + - Has provided each member of centre staff with a copy of the centre’s Child Safeguarding Statement     - Ensures all new staff are provided with a copy of the centre’s Child Safeguarding Statement     - Encourages staff to avail of relevant training     - Encourages Youthreach Advisory Committee members to avail of relevant training     - Maintains records of all staff and MSLETB Youthreach Advisory Committee member training * The centre has in place a policy and procedures for the administration of First Aid * The centre has in place a code of behaviour for students. * The centre has in place an ICT policy in respect of usage of ICT by students. * The centre has in place a mobile phone policy   in respect of usage of mobile phones by students. * The centre has in place a Critical Incident Management Plan * The centre has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum * The centre has in place a policy and clear procedures for one-to-one teaching activities * The centre has in place a policy and procedures for one-to-one counselling * The centre has in place a policy and procedures in respect of student teacher placements * The centre has in place a policy and procedures in respect of students undertaking work experience in the centre. * The centre has in place a policy and procedures in respect of students of the centre undertaking work experience in external organisations. * Staff should not carry students in their own cars. |
| **Important Note:** It should be noted that risk in the context of this risk assessment is the risk of  “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition  of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary*  *Schools 2017* | | |

In undertaking this risk assessment, the MSLETB Youthreach Advisory Committee has endeavoured to identify as far as possible the risks of harm that are relevant to this centre 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 centre has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

This risk assessment has been completed by the Youthreach Advisory Committee on ......... It shall be reviewed as part of the centre’s annual review of its Child Safeguarding Statement.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson, MSLETBYouthreach Advisory CommitteeSigned

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AEO MSLETB Youthreach advisory Committee.

**Child Safeguarding Statement**

Youthreach Sligo is a centre of education providing education to early school leavers from ages 15 to 21.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the Child Protection Procedures for Primary and Post Primary Schools 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the MSLETB Youthreach Advisory Committee for Youthreach Sligo has agreed the Child Safeguarding Statement set out in this document.

1. The MSLETB Youthreach Advisory Committee 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 Ultan Mulvihill
3. The Deputy Designated Liaison Person (Deputy DLP is Eileen Ryan
4. The MSLETB Youthreach Advisory Committee recognises that child protection and welfare considerations permeate all aspects of centre life and must be reflected in all of the centre’s policies, procedures, practices and activities In its policies, procedures, practices and activities, the centre will adhere to the following principles of best practice in child protection and welfare:

The centre 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 centre will also adhere to the above principles in relation to any adult students with a special vulnerability.

1. 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 centre, the centre adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2017 and to the relevant agreed disciplinary procedures for centre staff which are published on the DES website.
* In relation to the selection or recruitment of staff and their suitability to work with children, the centre 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 DES and available on the DES 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 centre-
* Has provided each member of staff with a copy of the centre’s Child Safeguarding Statement
* Ensures all new staff are provided with a copy of the centre’s Child Safeguarding Statement
* Encourages staff to avail of relevant training
* Encourages MSLETB Youthreach Advisory Committee members to avail of relevant training
* The MSLETB Youthreach Advisory Committee maintains records of all staff and committee member training
* In relation to reporting of child protection concerns to Tusla, all centre personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
* In this centre the MSLETB Youthreach Advisory Committee 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 child safeguarding statement.
* All registered teachers employed by the centre are mandated persons under the Children First Act 2015.
* In accordance with the Children First Act 2015, the Board has carried out an assessment of any potential for harm to a child while attending the centre or participating in centre activities. A written assessment setting out the areas of risk identified and the centre’s procedures for managing those risks is attached as an appendix to this statement.
* The various procedures referred to in this Statement can be accessed via the DES website or will be made available on request by the centre.

**Note:** The above is not intended as an exhaustive list. The MSLETB Youthreach advisory Committee shall also include in this section such other procedures/measures that are of relevance to the centre in question.

6.This statement has been provided to all members of centre personnel. 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.

1. 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 MSLETB Youthreach Advisory Committee on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [date].

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson MSLETB Youthreach advisory Committee AEO MSLETB Youthreach Advisory Committee

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­\_

**Checklist for Review of the Child Safeguarding Statement**

The *Child Protection Procedures for Primary and Post-Primary Schools 2017* require that the MSLETB Youthreach Advisory Committee must undertake a review of its Child Safeguarding Statement and that the following checklist shall be used for this purpose. The review must be completed every 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 also ensure that a centre also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement every two years.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list of the issues to be considered. The MSLETB Youthreach Advisory Committee shall include other items in the checklist that are of relevance to the centre in question.

As part of the overall review process, The MSLETB Youthreach Advisory Committee should also assess relevant centre policies, procedures, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the centre’s Child Safeguarding Statement, the Children First Act 2015 and the *Child Protection Procedures for Primary and Post-Primary Schools 2017.*

|  | **Yes/No** |
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| 1. Has the MSLETB Youthreach Advisory Committee formally adopted a Child Safeguarding Statement in accordance with the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’? |  |
| 1. As part of the centre’s Child Safeguarding Statement, has the MSLETB Youthreach Advisory Committee formally adopted, without modification, the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’’? |  |
| 1. Does the centre’s Child Safeguarding Statement include a written assessment of risk as required under the Children First Act 2015? | yes |
| 1. Has the MSLETB Youthreach Advisory Committee reviewed and updated where necessary the written assessment of risk as part of this overall review? |  |
| 1. Has the DLP attended available child protection training? | Yes April 2017 |
| 1. Has the Deputy DLP attended available child protection training? | Yes April 2017 |
| 1. Have any members of the MSLETB Youthreach Advisory Committee attended child protection training? |  |
| 1. Are there both a DLP and a Deputy DLP currently appointed? | yes |
| 1. Are the relevant contact details (Tusla and An Garda Síochána) to hand? | yes |
| 1. Has the MSLETB Youthreach Advisory Committee arrangements in place to communicate the centre’s Child Safeguarding Statement to new centre personnel? |  |
| 1. Is the MSLETB Youthreach Advisory Committee satisfied that all centre personnel have been made aware of their responsibilities under the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’ and the Children First Act 2015? |  |
| 1. Has the MSLETB Youthreach Advisory Committee received a Principal’s Child Protection Oversight Report at each Board meeting held since the last review was undertaken? | yes |
| 1. Since the MSLETB Youthreach Advisory Committee’s last review, was the Committee informed of any child protection reports made to Tusla/An Garda Síochána by the DLP? |  |
| 1. Since the MSLETB Advisory Committee’s last review, was the Committee informed of any cases where the DLP sought advice from Tusla/and as a result of this advice, no report to the HSE was made? |  |
| 1. Since the MSLETB Youthreach Advisory Committee’s last review, was the committee informed of any cases where an allegation of abuse or neglect was made against any member of centre personnel? |  |
| 1. Has the MSLETB Youthreach Advisory Committee been provided with and reviewed all documents relevant to the Principal’s Child Protection Oversight Report? |  |
| 1. Is the MSLETB Youthreach advisory Committee satisfied that the child protection procedures in relation to the making of reports to Tusla/An Garda Síochána were appropriately followed in each case reviewed? |  |
| 1. Is the MSLETB Youthreach Advisory committee satisfied that, since the last review, all appropriate actions are being or have been taken in respect of any member of centre personnel against whom an allegation of abuse or neglect has been made?\* |  |
| 1. Were child protection matters reported to the MSLETB Youthreach Advisory Committee appropriately recorded in the committee minutes? |  |
| 1. Is the MSLETB Youthreach Advisory Committee satisfied that all records relating to child protection are appropriately filed and stored securely? |  |
| 1. Has the MSLETB Youthreach Advisory Committee been notified by any parent in relation to that parent not receiving the standard notification required under section 5.6 of the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’ |  |
| 1. In relation to any cases identified at question 21 above, has the MSLETB Youthreach Advisory Committee ensured that any notifications required section 5.6 of the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’ were subsequently issued by the DLP? |  |
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| 1. Has the MSLETB Youthreach Advisory Committee ensured that the centre’s Child Safeguarding Statement is available to parents on request? |  |
|  |  |
| 1. Has the MSLETB Youthreach Advisory committee ensured that the Wellbeing Programme for Junior Cycle students is implemented in full in the centre? (applies to post- primary schools) |  |
| 1. Has the MSLETB Youthreach Advisory committee ensured that the SPHE curriculum is implemented in full in the centre? |  |
| 1. Is the MSLETB Youthreach Advisory Committee satisfied that the statutory requirements for Garda Vetting have been met in respect of all centre personnel (employees and volunteers)? \* |  |
| 1. Is the MSLETB Youthreach advisory Committee satisfied that the Department’s requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking have been met in respect of persons appointed to teaching and non-teaching positions?\* |  |
| 1. Is the MSLETB Youthreach Advisory Committee satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the centre in relation to all centre personnel (employees and volunteers)?\* |  |
| 1. Has the MSLETB Youthreach Advisory committee considered and addressed any complaints or suggestions for improvements regarding the centre’s Child Safeguarding Statement? |  |
| 1. Has the MSLETB Youthreach Advisory Committee sought the feedback of parents in relation to the centre’s compliance with the requirements of the child safeguarding requirements of the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’ |  |
| 1. Has the MSLETB Youthreach Advisory Committee sought the feedback of pupils in relation to the centre’s child safeguarding arrangements? |  |
| 1. Is the MSLETB Youthreach advisory Committee satisfied that the ‘Child Protection Procedures for Primary and Post Primary Schools 2017’ are being fully and adequately implemented by the centre? |  |
| 1. Has the MSLETB Youthreach Advisory Committee identified any aspects of the centre’s Child Safeguarding Statement and/or its implementation that require further improvement? |  |
| 1. Has the MSLETB Youthreach Advisory Committee put in place an action plan containing appropriate timelines to address those aspects of the centre’s Child Safeguarding Statement and/or its implementation that have been identified as requiring further improvement ? |  |
| 1. Has the MSLETB Youthreach Advisory Committee ensured that any areas for improvement that that were identified in any previous review of the centre’s Child Safeguarding Statement have been adequately addressed? |  |

\*In centre’s where the ETB is the employer the responsibility for meeting the employer’s requirements rests with the ETB concerned. In such cases, this question should be completed following consultation with the ETB.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson, MSLETB Youthreach Advisory Committee

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AEO MSLETB Youthreach Advisory Committee

**Notification regarding the Youthreach Advisory Committee’s review of the Child Safeguarding Statement**

To:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The MSLETB Advisory Committee of \_\_\_Youthreach Sligo\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ wishes to inform you that:

• The MSLETB Advisory Committee’s annual review of the centre’s Child Safeguarding Statement was completed at the Board meeting of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [date].

• This review was conducted in accordance with the “Checklist for Review of the Child Safeguarding Statement” published on the Department’s ‘website [www.education.ie](http://www.education.ie)

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson, MSLETB Youthreach Advisory Committee

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AEO MSLETB Youthreach Advisory Committee

# **Activities, risks and procedures**

The examples listed in this document are provided to assist centre’s in undertaking their risk assessment under the Children First Act, 2015. Centres should note that this list of examples is not intended to be exhaustive. It is the responsibility of each centre 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 centre’s 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 centre and that some centre activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by centre’s, 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 centre 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 centre to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the centre’s activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

Important Note: It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act, 2015 and not general health and safety risk. The definition of harm is set out in chapter 4 of the Child Protection Procedures for Primary and Post-Primary Schools 2017.

## **Centre Activities**

* Daily arrival and dismissal of students.
* Recreation breaks for students.
* Classroom teaching
* One-to-one teaching
* One-to-one counselling
* Outdoor teaching activities
* Sporting Activities
* Centre outings
* Centre trips involving overnight stay
* Centre trips involving foreign travel
* Use of toilet/changing/shower areas in centres
* Annual Sports Day
* Fundraising events involving students.
* Use of off-site facilities for centre activities
* Centre transport arrangements including use of bus
* Care of children with special educational needs,
* Care of any vulnerable adult students,
* Management of challenging behaviour amongst students.
* Administration of First Aid
* Curricular provision in respect of SPHE, RSE,
* Prevention and dealing with bullying amongst students
* Training of centre personnel in child protection matters
* Use of external personnel to supplement curriculum
* Use of external personnel to support sports and other extra-curricular activities
* Care of students with specific vulnerabilities/ needs such as
* Students from ethnic minorities/migrants
* Members of the Traveller community
* Lesbian, gay, bisexual or transgender (LGBT) children
* Students perceived to be LGBT
* Students of minority religious faiths
* Children in care
* Recruitment of centre personnel including -
* Teachers
* Caretaker/Secretary/Cleaners
* Sports coaches
* External Tutors/Guest Speakers
* Volunteers/Parents in centre activities
* Visitors/contractors present in centre during centre hours
* Visitors/contractors present during after centre activities
* Participation by pupils in religious ceremonies/religious instruction external to the centre
* Use of Information and Communication Technology by pupils in centre
* Application of sanctions under the centre’s Code of Behaviour including detention of pupils, confiscation of phones etc.
* Students participating in work experience in the centre
* Students from the centre participating in work experience elsewhere
* Student teachers undertaking training placement in centre
* Use of video/photography/other media to record centre events
* After centre use of centre premises by other organisations
* Use of centre premises by other organisation during centre day
* Breakfast club

## **Risks of Harm**

* Risk of harm not being recognised by centre personnel
* Risk of harm not being reported properly and promptly by centre personnel
* Risk of child being harmed in the centre by a member of centre personnel
* Risk of child being harmed in the centre by another child
* Risk of child being harmed in the centre by volunteer or visitor to the centre
* Risk of child being harmed by a member of centre personnel, a member of staff of another organisation or other person while child participating in out of centre activities e.g. centre trip, swimming lessons
* Risk of harm due to bullying of child
* Risk of harm due to inadequate supervision of children in centre
* Risk of harm due to inadequate supervision of children while attending out of centre 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 in centre
* 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 centre personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner
* Risk of harm caused by member of centre personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

## **Procedures to address risks of harm**

* All centre personnel are provided with a copy of the centre’s *Child Safeguarding Statement*
* The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all centre personnel
* Centre 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 centre implements in full the SPHE curriculum
* The centre implements in full the Wellbeing Programme at Junior Cycle
* The centre 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 centre 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 centre has in place a policy and clear procedures in respect of centre outings
* The centre has a Health and safety policy
* The centre adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
* The centre has a codes of conduct for centre personnel (teaching and non-teaching staff)
* The centre complies with the agreed disciplinary procedures for teaching staff
* The centre has a Special Educational Needs policy
* The centre –
  + - Has provided each member of centre staff with a copy of the centre’s Child Safeguarding Statement
    - Ensures all new staff are provided with a copy of the centre’s Child Safeguarding Statement
    - Encourages staff to avail of relevant training
    - Encourages MSLETB Youthreach Advisory Committee members to avail of relevant training
    - Maintains records of all staff and board member training
* The centre has in place a policy and procedures for the administration of First Aid
* The centre has in place a code of behaviour for students.
* The centre has in place an ICT policy in respect of usage of ICT by students.
* The centre has in place a mobile phone policy in respect of usage of mobile phones by students.
* The centre has in place a Critical Incident Management Plan
* The centre has in place a Home School Liaison policy and related procedures
* The centre has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
* The centre has in place a policy and procedures for the use of external sports coaches
* The centre has in place a policy and clear procedures for one-to-one teaching activities
* The centre has in place a policy and procedures for one-to-one counselling
* The centre has in place a policy and procedures in respect of student teacher placements
* The centre has in place a policy and procedures in respect of students undertaking work experience in the centre
* The centre has in place a policy and procedures in respect of students of the centre undertaking work experience in external organisations