

RISK ASSESSMENT Review (January 2023)

School Activities	Risks of Harm	Procedures to address risks of harm to pupils.
Daily arrival and dismissal of pupils.	Risk of harm by school personnel. Lack of adequate training for staff. Inadequate supervision procedures.	Parents remain with pupils until school doors open at 8.30am The staff have supervision procedures in place where the pupils are supervised and escorted into the building safely each morning and out of the building at home time.
Recreation breaks for pupils	Risk of harm from visitors or contractors. Lack of adequate supervision procedures. Risk of harm due to lack of proper security around play areas.	CCTV cameras in the yard. Supervision rotas in place for all break times. Gates to play areas are locked during the school day.
Classroom teaching	Risk of harm by school personnel. Risk of harm by outside tutors or visiting teachers.	All staff are Garda vetted. There are windows on each classroom door.
One-to-one teaching	Risk of harm by school personnel.	All teaching staff are Garda vetted.
One-to-one learning support	Risk of harm by school personnel.	All teaching staff are Garda vetted.
Outdoor teaching activities	Risk of harm by outside tutors/coaches. Lack of proper supervision procedures. Risk of harm due to inadequate security measures around areas being used for coaching.	All staff, including outside tutors and coaches, are vetted. The playing areas are private and away from public access. During school time, the classes are still supervised by the class teacher.
Online teaching and learning remotely	Risk of harm due to inappropriate relationship/communications between child and another child / adult.	

	Lack of proper training for this type of online teaching.	
Sporting Activities	Risk of harm by school personnel or by outside coaches. Risk of harm due to lack of adequate supervision procedures.	All outside staff i.e. coaches and tutors have been vetted. The coaching staff are experienced people who have worked with their community and clubs for years.
School outings	Risk of harm by school personnel or by outside coaches. Risk of harm due to lack of adequate supervision procedures.	There are always a minimum of 2 staff accompanying the children on all such outings. The rules around staying together and following teacher instruction are always reinforced before any such outings.
Fundraising events involving pupils	Risk of harm due to pupils being in the company of people who are not Garda vetted. Risk of harm by outside adults involved in the organisation of the activity. Casual supervision. Risk of harm due to difficulties in properly supervising all aspects of the event.	For the most part, these events involve existing parents and school staff. The school staff are always vigilant in terms of supervision of the pupils at these events. All classes have been taught the skills to use where a situation arises that causes them to be worried or to feel unsafe.
Administration of Medicine	Risk of harm by school personnel providing such care. Lack of proper protocol to deal with such issues.	The administration of any such help is done with 2 adults present. The staff will draft an “Administration of Medicines” policy during the 2021/22 school year.
Administration of First Aid	Risk of harm by school personnel providing such care. Lack of proper protocol to deal with such issues.	The administration of any such help is done with 2 adults present. The staff will draft an “Administration of Medicines” policy during the 2021/22 school year
Curricular provision in respect of SPHE, RSE, Stay Safe	Lack of proper training for staff. Risk of harm by outside tutors/facilitators.	All staff have availed of the available online training on the implementation of these programs. Any tutors invited to the school to support his work have Garda Vetting.

	Risk of harm if pupils are exposed to inappropriate materials.	
Prevention and dealing with bullying amongst pupils	Risk of harm due to lack of training or inexperience of school personnel. Risk of harm due to inadequate Code of Behaviour. Risk of harm due to inadequate Anti-Bullying Policy.	Teachers take their role of supervision very seriously and every effort is made to pre-empt such situations or to intervene at the earliest opportunity when such issues arise. The school has a detailed Anti-Bullying Policy in place. This policy is reviewed when necessary. (Every 2 years at minimum.)
Use of external personnel to supplement curriculum	Risk of harm by such tutors and personnel. Risk of harm due to inadequate supervision of the class teacher. (e.g. teacher chooses to leave room.)	All such external support tutors have been Garda vetted for such work. Teachers remain in the classrooms while these outside support tutors work with their classes.
Use of external personnel to support sports and other extracurricular activities	Risk of harm by such outside personnel. Risk of harm due to lack of training of all concerned. Lack of proper supervision arrangements.	All such external personnel working in Rockboro have given long and dedicated service to the school community. All such personnel are Garda vetted. All external coaches are trained and experienced in the management of primary school children. There are always teachers in close proximity to the area where the coaching takes place.
Care of pupils with specific vulnerabilities/need such as: <ul style="list-style-type: none"> - Pupils from ethnic minorities/migrants - Lesbian, gay, bisexual or transgender (LGBT) children - Pupils perceived to be LGBT - Pupils of minority religious faiths 	Risk of harm by school personnel or outside tutors/coaches. Risk of harm due to inadequate training provided to personnel involved in the care of these pupils. Risk of harm by some staff communicating with these pupils in an inappropriate manner.	The staff are always extremely sensitive to the individual needs of the pupil within their care. Staff have availed of all available training in this area. All relevant SPHE material provided within the curriculum . taught in a very holistic, inclusive and sensitive manner

<p>Recruitment of school personnel including:</p> <ul style="list-style-type: none"> - Teachers/SNA's - Caretaker/Secretary/Cleaners - Volunteers/Parents in school activities - Visitors/contractors present during after school activities 	<p>Risk of harm to pupils by not ensuring that Garda Vetting is current.</p> <p>Risk of harm due to lack of due diligence being applied to all applications/applicants.</p>	<p>The Committee interviewed all new staff being employed in the school.</p> <p>The criteria for the selection of candidates for all posts are stringent and in line with established guidelines for the employment of staff in all other schools.</p> <p>References are thoroughly checked.</p> <p>Each successful candidate is fully Garda vetted.</p> <p>Unless in emergency situations, all contractors working in the school do so outside of school time.</p> <p>The Committee do its utmost to ensure that all major maintenance work, involving outside contractors, is scheduled for holiday periods.</p>
<p>Participation by pupils in religious ceremonies/religious instruction external to the school</p>	<p>Risk of harm from other personnel.</p> <p>Risk of harm from staff organising the ceremony.</p> <p>Risk of harm from people attending the ceremony.</p> <p>Risk of harm due to the difficulties involved in trying to provide proper supervision procedures.</p>	<p>Staff involved in such activities accompany the children to all practices and ceremonies.</p> <p>Staff provide very careful supervision at all times to pupils during these practices and</p>
<p>Use of Information and Communication Technology by pupils in school, including social media</p>	<p>Risk of harm due to children inappropriately accessing/using computers, social media, Phones and other devices while at school.</p> <p>Risk of harm caused by a member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner.</p>	
<p>Student teachers undertaking training placement in school</p>	<p>Risk of harm from these students.</p>	<p>Students that are accepted for training into the school will come from registered national teacher training institutions.</p>

	<p>Risk of harm in the event that these students have not been vetted.</p> <p>Risk of harm due to the inexperience and lack of training of these students.</p>	<p>All such students will be Garda vetted.</p> <p>The student will be under the direct supervision and guidance of the class teacher.</p>
<p>Use of video/photography/other media to record school events</p>	<p>Risk of harm to pupils from these outside contractors.</p> <p>Risk of harm to pupils from unauthorised distribution/publication of the images taken.</p> <p>Risk of harm due to lack of proper controls and protocols around the management of images from such ceremonies.</p>	
<p>Homework club / evening study</p>	<p>Risk of harm by school personnel.</p> <p>Risk of harm due to lack of proper control over the collection aspect of this activity.</p> <p>Risk of harm if proper supervision is not in place.</p>	<p>All school personnel are Garda vetted.</p> <p>The supervision of the homework club is undertaken by the class teachers in the school. There is a rota for this work.</p> <p>The children are only allowed to go to the reception area at collection time when the parent has arrived to collect them.</p>