



SALESIAN COLLEGE
CHILD PROTECTION PROCEDURES INFORMATION DOCUMENT FOR ALL
PARENTS & GUARDIANS
MARCH 2019

Our motto in Salesian College is “We care, we develop, we believe- together we achieve”.

The Salesian ethos is based on the principles of reason, loving and kindness and all members of our school community endeavour to create a positive and safe environment for all our students in our daily work.

A key part of fulfilling this motto and upholding these principles is to make sure all of our students are happy and safe in our school.

Salesian College has formally adopted and implemented the Department of Education’s *Child Protection Procedures for Primary and Post-Primary Schools 2017*.

A copy of these procedures is available on our school web-site along with the following documents which verify that the school is fulfilling its legal requirements in relation to these procedures:

- *Child Safeguarding Statement*
- *Risk Assessment Report*
- *Checklist for review of checklist of Child Safeguarding Statement*

Whilst acknowledging that these are important documents, the purpose of this document is to ensure that whatever the concern is, every member of our school community knows that they can talk safely and securely with any member of staff and can be confident that we will listen and support them.

Form Teacher

Our Form Teachers meet your sons every day first thing in the morning.

Any parent, guardian or student or member of the school community can speak with a student’s Form Teacher, simply write a note in the journal asking the Form Teacher to contact them or ask to meet with them in the school.

It is important to know what form class i.e. Bosco or Savio etc. etc. the student is in.

Year head

All year groups have a Year head, which in essence is the Principal of each that Year group.

Parents & guardians or students can speak with their Year head.

The Year head may be contacted through a note in the journal or contact the school asking the Year head to contact them or ask to meet with them in the school.

| | |
|-------------------|----------------|
| Mr.Cathal Mullin | 1st Year Head |
| Mr. David Maguire | 2nd Year Head |
| Ms.Ailish O’Toole | 3rd Year Head |
| Ms D Crean | TY Coordinator |
| Mr Niall O’Connor | 5th Year Head |

Ms. Antoinette O'Connor 6th Year Head

Guidance Counsellor & Resource Department & School Chaplain

Any parent, guardian or student or member of the school community can contact our Guidance Counsellor, Ms. Mary Harris or a member of the Resource Department, coordinated by Mr. Mark Ryan or our School Chaplain, Fr. Arek.

Pastoral Care Team

Salesian College has a Pastoral Care Team and the team meets normally every week during school time. At this meeting we discuss all students of concern and we organise the appropriate supports for them. These concerns may be due to attendance issues, personal and social issues. Any teacher may refer a student to the pastoral care team. It is important to note that the aims and objectives of this team is to focus on the pastoral and personal wellbeing of our students. It is not a disciplinary forum. Such reports and concerns are dealt with through our Code of Behaviour.

All members of staff, including our Secretarial and office staff, our School Caretaker and members of the Salesian Community have all completed the Garda Vetting process for the school.

All members of staff are **mandated persons**, which means any student, parent or guardian or concerned member of the public can report any child protection concerns to any member of staff.

All mandated persons can directly report such concerns to the Child and Family Agency, TUSLA, or report this concern to the **Designated Liaison Persons**, who in Salesian College are

Ms. Kearns, Principal &
Mr. Kerins, Deputy Principal (Deputy Designated Liaison Person)

In the event Ms. Kearns or Mr. Kerins are not available, Mr. Leonard, Deputy Principal as a mandated person can also make a Child Protection Report to TUSLA.

As we have completed Child Protection training we are trained to assess reports of concern and are trained how to follow the required legal protocols.

In Salesian College we follow these procedures without deviation.

So far this year we have organised an Information week for students on Child Protection and we will share this information again with the students during Term 2.

We ask you to share the information in this document with your sons and assure them that there are people in the school that they can talk to about any concerns they may have themselves or indeed that they may have about another student.

We invite any parent or guardian to contact the school for any further information which may be of assistance.

"We care, we develop, we believe- together we achieve".