Salesian College

"We care, develop, believe – together we achieve"

CHILD PROTECTION PROCEDURES FOR PRIMARY AND POST-PRIMARY SCHOOLS 2017

Child Safeguarding Statement and Risk Assessment 20-08-2026

Child Safeguarding Statement

Salesian College is a post-primary school providing post-primary education to pupils 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 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Salesian College 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 Ms. Brenda Kearns, Principal

3 The Deputy Designated Liaison Person (Deputy DLP) is Mr. John Leonard, Deputy Principal

For the record we note that as we have two Deputy Principals in Salesian College it is recorded that Mr. Liam Lane Acting, Deputy Principal is a mandated person. In the event that both the DLP, Ms. Kearns, Principal and DLP, Mr. John Leonard Deputy Principal, are absent, it is the school's position that staff will liaise with Mr. Liam Lane with regard to Child Protection Concerns.

4 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.

5 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 2017 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 2017, 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 abovenamed 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.

6 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, the Salesians of Don Bosco. 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.

7 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 20-08-2026
This Child Safeguarding Statement was reviewed by the Board of Management on 20-08-2026

Signed:	Signed:
Chairperson of Board of Management	Principal/Secretary to the Board of Management
Date:	Date:

Child Safeguarding Risk Assessment
Written Assessment of Risk of Salesian College

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 2017*, the following is the Written Risk Assessment of Salesian College.

1. List of school activities

List of school activities
• Daily arrival and dismissal of students / General school day
• Break and Lunchtime for students
• Classroom teaching
• One-to-one teaching / Small class setting
• Career Guidance & Counselling & One-to-one counselling
• School chaplaincy and one to one support/pastoral conversations
• Outdoor teaching activities – ACRE project / Horticulture classes & PE

• Extra-Curricular Activities
  ○ Soccer teams – Junior and Senior
  ○ Rugby teams - Junior and Senior
  ○ GAA Football - Junior and Senior
  ○ GAA Hurling - Junior and Senior
  ○ Athletics & Cross Country - Junior and Senior
  ○ Basketball – Junior and Senior
  ○ Table Tennis
  ○ Badminton
  ○ Debating Society - Junior and Senior
  ○ Chess Club / Bosco Society
  ○ Art Club
  ○ Music Club
  ○ Resource Department Social Evenings & Events
  ○ Golf Outing – PE Department
  ○ American football
  ○ Darts
  ○ Equestrian Sport

- Supervised Study

- School Tours & School trips involving overnight stay & School trips involving foreign travel
  - Subject Specific School Tours i.e., English Language tours & Geography Field Trip & Art Tours
  - Games / Sports trips
  - Annual School tour – February midterm break & Easter Break i.e., Ski Tour or History & Culture tour
  - Cultural or Activity based tour i.e., Lilliput Adventure Centre
  - Business week activities / visiting schools
  - Modern Languages Speed Dating / visiting schools
  - Careers Exhibitions – all 6th years

- Whole-school Activities
  - School Road Race October
  - Annual Sports Day
  - School Masses & Celebrations
  - Graduation Ceremonies
  - Carol Service

- Specific Year Group Activities
  - 1st Year Night – In
  - 1st Year Whole year group school tour
  - 1st Year interviews with Guidance Team
  - 2nd Year interviews with Guidance Team
  - 1st-3rd Year trip
  - 6th Year Debs Ceremony
  - Retreats
  - Class Reflection and Liturgical Services
  - Ceangail & Cinnirí Programme
    - Interviews
    - 1st year supervisions in classes
    - Christmas Quiz
    - 1st Year Activity Outing
    - Training & Induction Programme
  - Transition Year Interviews

- Transition Year Programme and Weekly Activity Programme
  - Gaisce hike – overnight stay

- Fundraising events involving students
- Students from Salesian College participating in work experience elsewhere
- French/ German film
- Bowling
- Film
- Careers Talk
- Croke Park
- Aquatic Centre Blanchardstown / Clondalkin Swimming pool – swimming lessons & Swim a mile activity
- Seachtain na Gaeilge Quiz
- Road Traffic/ Safety Presentation – Driving school
- Martial Arts Module
- Visit to Castletown House
- Visit to Dublin Zoo
- French Theatre for Schools
- Fairy house cookery school
- Dublinia
- Aviva Stadium
- Glasnevin Cemetery
- Iceskating
- Kilmainham Jail
- German activities with another school
- Personal Safety Day
- Internet Safety Day
- Collon War Museum
- Rugby Blitz
- Gym activity
- Board Games – Literacy and Numeracy – Strategy

- Resource Department
  - Care of children with additional educational needs
  - Students with Additional Education needs
  - Management of challenging behaviour amongst students
  - Resource Department Social Evenings & Events
  - Resource Department Social Training

- Administration of medicine policy 17-06-2024 – this policy is updated on an annual basis

• Administration of First Aid – there are 6 staff members trained first responders
• Curricular provision in respect of SPHE & RSE – Salesian College adheres to the national curriculum and both the SPHE & RSE policies are reviewed on an annual basis
• Prevention and dealing with bullying amongst students
• Training of school 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 such as: o Students from ethnic minorities / migrants o Members of the Traveller community o LGBTQ+ children o Students perceived to be LGBTQ+ o Students of minority religious faiths and non o Students on the Child Protection Notification system (CPNS) o Students with medical needs
• Recruitment of school personnel including o Teachers/SNA's o Caretaker/Secretary/Cleaners o Sports coaches o External Tutors/Guest Speakers o Volunteers/Parents in school activities
• Visitors/contractors present in school during school hours o Guest speakers o Garda Junior Liaison Officer o Kildare Youth Services Support Counsellors o Bridge Project / Garda Diversion Project Workers o Guidance Counsellors o Guest Speakers during Subject Department Weeks i.e. Science Week o Retreat Facilitators o Visiting Teachers for the visually and hearing impaired. o TUSLA / CAHMS / NEPS / HSE Social Workers representatives o Maintenance personnel

▪ Electrical contractors ▪ ICT Maintenance contractors o DES Members of staff & Inspectors o All visitors to the school are requested to report to the school reception.
• Use of Information and Communication Technology by students in school including social media
• Application of sanctions under Salesian College's Code of Behaviour including detention of students, confiscation of phones etc.
• Use of video/photography/other media to record school events

2. The school has identified the following risk 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 child being harmed in Salesian College by a member of school personnel
• Risk of child being harmed in Salesian College by another child
• Risk of child being harmed in Salesian College by volunteer or visitor to Salesian College
• Risk of child 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 e.g., school trip, swimming lessons
• 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 racism
• Risk of harm due to bullying of student
• Risk of harm due to inadequate supervision of students in school
• Risk of harm due to inadequate supervision of students 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 AEN who have particular vulnerabilities
• Risk of harm to a student who 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 school personnel communicating with students in appropriate manner via social media, texting, digital device or other manner
• Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

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 Salesian College's *Child Safeguarding Statement* o This statement is posted on Salesian College web-site and is available on request from Salesian College office
• The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel o All members of staff are obliged to familiarise themselves with these procedures and complete any requested training. o Staff are reminded of these procedures during the Child Protection Information week organised on an annual basis. o Staff are reminded of these procedures at the beginning of the school year and during the school year at staff meetings.
• School 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 and* its Addendum (2019)
• Salesian College implements in full the SPHE curriculum. • There is an SPHE team who meet with the Coordinator at the beginning of the year to plan and prepare the programme and curriculum. • In-service training is advised and supported for new teachers to this subject. • The SPHE policy adheres to the Department of Education guidelines. • The school has a formal SPHE policy which is reviewed on an annual basis. • An Assistant Principal 1 is assigned to the role of coordinating the SPHE &RSE programmes in the school. • Parents & guardians are advised in writing of the RSE modules throughout the year.
• Salesian College implements in full the Wellbeing Programme at Junior Cycle and throughout the school. o All subject departments have embedded their subject specific references to the key skills and indicators of wellbeing into their subjects. o Salesian College has a Wellbeing Policy

○ The school has a designated Assistant Principal 1 post of responsibility to the development of this programme ○ A whole school "Festival of Wellbeing was celebrated in February 2025. ○ Various school activities to promote positive behaviours and interactions were organised along with guest speakers and presenters supported by the Parents Association.
• Salesian College has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools* ○ Salesian College updated and reviewed this policy in December 2021 and was formally reviewed this April 2024 ratified by the Board of Management on 15-04-2024. ○ Term reports on bullying incidents are presented by the principal following consultation with the Assistant Principals 1 – Yearheads on reported bullying incidents. ○ These reports are reviewed to ascertain any particular focus for the school to concentrate on with students i.e homophobia or racism. ○ The main issue of concern relating to bullying in the school relates to social media and the use and impact of social media on the students outside of school. ○ The school is presently working on adapting the school Anti-Bullying policy in line with the Bí Cineálta guidelines. ○ A draft policy will be shared with students, parents, Board of Management and Trustees in advance of the formal ratification of the policy for 2025-2026.
• Salesian College undertakes anti-racism awareness initiatives as part of the school's Wellbeing initiatives to promote positive behaviour and anti-bullying messages.
• Salesian College has a yard/playground supervision procedures to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
• Salesian College has a Health and Safety statement ○ Salesian College is completing an annual review of the Health and Safety Policy in line with the Health and Safety Authority guidelines. ○ An Assistant Principal 1 post of responsibility has been assigned to collaborate with the Principal to complete this review.
• Salesian College adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. • Salesian College will use the new on-line portal from April 2025 for the processing of Garda Vetting applications
• Salesian College formally adapted the Harassment and Sexual Harassment Policy and a Staff Anti-Bullying policy on 16-09-2024. • All staff have been made aware of these new policies.
• Salesian College complies with the agreed disciplinary procedures for teaching staff
• Salesian College has an Additional Education Needs policy (15-04-2024).

- Salesian College will highlight anti-racism in the whole school approach to anti-bullying

- Salesian College has in place a Code of Behaviour for students
  - This policy was reviewed 16-05-2022
  - Parts of this policy will be updated in 2024-2025 to reflect changes in the use of the school VS Ware system

- Salesian College has in place a mobile phone policy in respect of usage of mobile phones by students
  - This is referred to in our Code of Behaviour 16-05-2022

- Salesian College has in place a Critical Incident Management Plan
  - This is updated and reviewed on an annual basis

- Salesian College has in place a policy and procedures for one-to-one counselling
  - Salesian College has a Guidance Policy which clearly describes the role, protocols and procedures for all aspects of Career Guidance and Counselling in Salesian College.
  - This policy is reviewed and updated on an annual basis.

- Salesian College has in place procedures in respect of student teacher (PMEs) placements as detailed in the formal school policy 13-12-2021

- Salesian College
  - Has provided each member of school staff with a copy of Salesian College's Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of Salesian College's Child Safeguarding Statement
  - Encourages staff to avail of relevant training
    - Staff have completed an on-line PDST & Legal Island E-Learning Child Protection Module
  - Encourages Board of Management members to avail of relevant training
  - Maintains records of all staff and Board member training

- Salesian College has in place a policy and procedures for the use of smart phones and tablet devices in the school by students as per circular 2018 as detailed in the school Code of Behaviour and the Acceptable ICT and Internet Policy.
- Salesian College has an Acceptable ICT and Internet Policy which includes the school's plan for online and remote teaching and learning.
- This policy was formally ratified 11-10-2021.
- Salesian College has developed an Assistive Technology policy (15-04-2024) to consider the increased administration, factors and changes relating to the allocation of Assistive Technology, insurance of devices, machine and student use and safety, repair and maintenance and oversight of appropriate use.

- Salesian College has in place a set of protocols for
  - 1-1 Teaching and Meetings with Students
  - Work Experience Protocols
  - PE & Changing Rooms Protocols
  - TY Activities & Outings Protocols

○ Remote learning
• All - weather pitch • Salesian College has developed an all-weather pitch. • The following external organisations rent this facility at designated times outside of school hours. ○ Celbridge GAA ○ Glenville Football Club ○ Summerhill Ladies Football Club ○ Clane GAA ○ Kildare LGFA • These organisations must adhere to the licence agreement in relation to its child protection procedures and insurance requirements.
• Kildare Salesian Scout Group are the only group that uses the school premises outside of normal school hours. • The school follows the "DES Guidelines on the use of School Buildings outside of School hours" – Planning Unit, DES October 2017 as a reference for the arrangements for this group. • The school has processed the Garda Vetting applications for the leaders and volunteers through the JMB. • In 2020 the school authorised an agreement with Scouting Ireland to facilitate the transfer of vetting clearances for scout leaders through Scouting Ireland to the Board of Management of Salesian College. • Kildare Salesian Scout group use the school premises on Monday nights.
• Salesian College has an Attendance Strategy ○ This strategy details how the school monitors attendance in the school and the steps it takes to ensure all students attend for school an how we can intervene at an early stage with students and families who may present with school attendance issues. ○ This policy will be reviewed in May 2025 to address increased challenges in relation to punctuality and increased number of student presenting as non- attenders / school refusals.
• Salesian College has a list of policies, protocols and guidelines which are available from the school office on request.
• Administration of Medicine & Administration of First Aid ○ The school has formally adapted an Administration of Medication Policy 17-06-2024. ○ Five members of staff are trained First Responders and names are displayed clearly by the staffroom door for 2024-2025. ○ The school has updated the list of students who require the administration of medicine during school time and have receive instructions and directions from parents / guardians. ○ An Assistant Principal 1 post of responsibility is assigned to coordinating this work in the school.
• Salesian College has ratified a School Tours Policy 04-11-2019. • This policy is under review for 2024-2025.
• Salesian College has a Pastoral Care Team which meets once a week

- This team is comprised of the Principal, Deputy Principal, Guidance Counsellors, Chaplain, Coordinator of the Resource Department teaching members of staff

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 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.

The Addendum to *Children First: National Guidance for the Protection and Welfare of Children* published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.

As part of this review and risk assessment process Salesian College will review the following areas to update and develop agreed protocols and policies:

- Salesian College will update and review its Health and Safety Statement to be in line with Health and Safety Authority guidelines
- Salesian College has an annual school plan which is reviewed on a term basis – this plan details the schools planning priorities to ensure a safe and welcoming teaching and learning environment for all.
- The school will review the Anti-Bullying policy in line with the Bí Cineálta guidelines.

This risk assessment has been completed by the Board of Management on 20th August 2026 this risk assessment report has been presented and reviewed by the Parents Association in August 2026. It shall be reviewed as part of Salesian College's annual review of its Child Safeguarding Statement.

This report has been formally recorded with the Board of Management on 20-08-2026.

Mr. Pat Kenna, Chairperson, Board of Management

Ms. Brenda Kearns, Principal/Secretary to the Board of Management