



# CLONGOWES

CLONGOWES WOOD COLLEGE SJ

## CHILD SAFEGUARDING STATEMENT

Clongowes Wood College SJ is a private, Jesuit boarding school, located in a rural setting approximately twenty miles from Dublin. It has some 450 students from all over Ireland and abroad. The mission of the school is “to educate its students according to the best traditions and highest standards of Jesuit schooling and the values of the Gospel as expressed in *The Characteristics of Jesuit Education*.” 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 Board of management of Clongowes Wood 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 **Mr. Christopher Lumb**.
3. The Deputy Designated Liaison persons (Deputy DLP) are **Mr. Martin Wallace** and **Mr. Frank Kelly**.
4. The Board of Management recognises that child protection and welfare considerations permeate all aspects of school and boarding and must be reflected in all school 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:
  - 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:
  - adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity of leaving 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 with regard to their personal safety;
- fully respect confidentiality requirements in dealing with child protection matters.

The school will also adhere to the above principles in relation to adult students.

5. The following procedures/measures are in place:

- In relation to any member of staff who is the subject of any investigation 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 DES 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 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 school is
  - providing each member of staff with a copy of the school's Child Safeguarding Statement
  - ensuring all new staff are provided with a copy of the school's Child Safeguarding Statement
  - encouraging staff to avail of relevant training
  - encouraging Board of Management members to avail of relevant training
  - maintaining a register of all staff and Board members who have undertaken 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 of management has appointed the aforementioned 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 school 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 harm to a child boarding at the school or participating in school/boarding activities.
- The Child Safeguarding Statement can be accessed via the school’s website and will be made available on request.

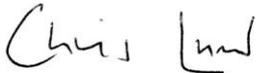
6. This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association and the Trustees. It is available to parents and guardians on request. A copy of this statement will be made available to TUSLA and the Department of Education and Skills 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 16 January 2019

Signed   
**Mr Peter Gray**  
**Chair of the Board of Management**

Date: 16 January 2019

Signed   
**Mr Chris Lumb**  
**Headmaster/Secretary to the Board of Management**

Date: 16 January 2019

## APPENDIX

### ASSESSMENT OF RISK OF CLONGOWES WOOD COLLEGE

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 Clongowes Wood College

#### 1. List of school activities

- Arrival and departure of students at breaks and vacations
- Classroom teaching
- One-to-one teaching
- one-to-one counselling
- outdoor teaching activities
- sporting activities
- school outings
- school trips involving overnight stays
- school trips involving foreign travel
- use of toilet/changing/shower areas in school/boardings
- annual sports days
- fundraising events involving students
- use of offsite facilities for school/sporting activities
- school transport arrangements involving non-school personnel (bus driver)
- management of challenging behaviour amongst students, including appropriate use of restraint where needed
- administration of medicine or first aid
- curricular provision in respect of SPHE, RSE
- management of bullying amongst students
- management of bullying amongst staff
- training of school personnel in child protection matters
- use of external personnel to supplement curriculum
- use of external personnel to support sports and other co-curricular activities
- care of students with special vulnerabilities, such as ethnic minorities, migrants, members of travelling community, LGBT children, minority religious faiths
- recruitment of academic and support school personnel
- use of information technology
- application of sanctions under Code of behaviour, including detention, confiscation of mobile phones
- participation in work experience, social placements
- student teachers undertaking placements
- use of video, photography/ other media to record school events
- morning, daytime and evening study
- breakfast, lunch and teatime supervision
- boarding accommodation and its supervision
- liturgies

## **2. The school has identified the following risk of harm in respect of its activities**

- risk of child being harmed in the school/boarding by a member of school personnel
- risk of child being harmed in the school/boarding by a visitor/ outside person
- risk of child being harmed in the school/boarding by another child or adult student
- risk of child being harmed by a member of school personnel/ member of staff of another organisation/other person while child is participating in out of school activities
- risk of harm due to bullying
- risk of harm due to inadequate supervision of children in school
- risk of harm to children due to inadequate supervision while involved in out-of-school activities
- risk of harm due to inappropriate relationship between child/ adult student and member of staff/ other child/adult student
- risk of harm due to inappropriate use of technology, social media
- risk of harm to children with particular vulnerabilities
- risk of harm to child as a result of inadequate code of behaviour/other policy
- risk of harm in one-to-one teaching/counselling/coaching situation
- risk of harm caused by member of school personnel communicating with students inappropriately, eg. via social media, verbal
- risk of harm not being recognised by school personnel
- risk of harm not being reported properly and promptly in accordance with CSS

## **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 the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2017* are made available to all school personnel
- 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*
- The school implements in full the SPHE curriculum
- The school implements in full the Wellbeing Programme at Junior Cycle
- The school 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 school has a 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 school has in place a policy and clear procedures in respect of school outings
- The school has a Health and Safety Policy
- The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The school has a codes of conduct for school personnel (teaching and support staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has in place a policy and procedures for the administration of medication to pupils
- The school –
  - Has provided each member of school 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;
  - Maintains records of all staff and board member training
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has in place an ICT policy in respect of usage of ICT by pupils
- The school has in place a mobile phone policy in respect of usage of mobile phones by pupils
- The school has in place a Critical Incident Management Plan
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The school has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of student teacher placements
- The school has in place a policy and procedures in respect of students undertaking work experience in the school

The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations

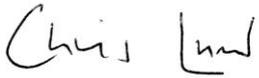
**Important Note:** It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary,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

This risk assessment has been completed by the Board of Management on 16 January 2019. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed   
**Mr Peter Gray**  
**Chair of the Board of Management**

Date: 16 January 2019

Signed   
**Mr Chris Lumb**  
**Headmaster/Secretary to the Board of Management**

Date: 16 January 2019