



ST. JOSEPH'S ADOLESCENT SCHOOL
Roll No. 20153N



Child Safeguarding Statement

St. Joseph's Adolescent School is a Special School for adolescents experiencing 'severe emotional disturbance', and caters exclusively for patients attending St. Joseph's Adolescent Day Hospital and Inpatient Unit. The designated student-teacher ratio is 6:1. Like all special schools, St Joseph's Adolescent School comes under the Primary Administration of the Department of Education and Skills (DES). Students attending are aged between 13 and 18 years old and generally function as post primary students. Currently, the school is a four-teacher school with a teaching principal and three permanent teachers. The DES also grants an allocation of 500 'Teaching Hours in Co-Operation', through the CDETB annually, and this is to be used as required to support the school programme. The resource hours also facilitate the employment of two extra part-time teachers for art and languages (Irish, French, & German). See The Role and Operation of St. Joseph's Adolescent School for more details.

In accordance with requirements from 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 St. Joseph's Adolescent School has agreed our child safeguarding statement as in this document.

The Board of Management has adopted and will implement the DES's Child Protection Procedures for Primary and Post Primary Schools 2017 as part of this statement.

The Designated Liaison Person (DLP) is

MICHAEL O'BRIEN

The Deputy Designated Liaison Person (Deputy DLP) is

SINEAD RICKERBY

The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of school policies, procedures, practices and activities. The school will thus 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 paramount, regardless of all other considerations;
- Comply with its statutory obligations under Children First Act 2015 and other relevant legislation;
- Co-operate with the relevant statutory authorities in relation to child protection and welfare matters
- Adopt safe practices to minimise potential harm of children

- Protect workers from potential risks that may leave themselves open to accusations of abuse or neglect;
 - Develop a practice of openness with parents and encourage parental involvement in education of their children;
 - Respect confidentiality requirements in dealing with child protection matters.
1. The following procedures are in place:
- Regarding a member of staff who is the subject of any investigation, (howsoever described), because of an act, omission or circumstance regarding a student: the school adheres to the relevant procedures set out in Chapter 7 of Child Protection Procedures for Primary and Post Primary Schools 2017, and to the relevant agreed disciplinary procedures for school staff as on the DES website.
 - Regarding 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 2012-2016; and to the wider duty of care guidance issued in relevant Garda Vetting and recruitment circulars (circulars 0031/2016), as on the DES website.
 - In relation to instruction and training of staff, regarding 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;
 - Encourages staff to avail of relevant training;
 - Encourages Board of Management members to avail of relevant training; and
 - The Board of Management maintains records of all staff and Board member training.
 - Regarding reporting of child protection concerns to Tusla: school personnel must adhere to procedures outlined in the Child Protection Procedures for Primary and Post-Primary Schools 2017 and the Tusla Web Portal for securely submitting Child Protection and Welfare Report Forms (CPWRFs). 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 above named DLP as the ‘relevant person’, (as defined in Children First Act 2015), to be the first point of contact regarding the child safeguarding statement.
 - All registered teachers employed by the school are mandated persons under Children First Act 2015, and are so informed in writing when taking up a position in the school.

- In accordance with Children First Act 2015, the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. Attached as an appendix is a written assessment of identified risks and the school’s procedures for managing same.
 - All procedures referred to in this statement can be accessed via the school’s website and the DES website.
2. 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. It is readily accessible to parents and guardians. A copy of this statement will be made available to Tusla and the DES, if requested.
 3. This child safeguarding statement will be reviewed on an annual basis, or more than once per annum if necessary.

This Child Safeguarding Statement was adopted by the Board of Management on _____ and will be reviewed _____:

<p>Signed: _____</p> <p>Blake Hodkinson Chairperson of Board of Management</p> <p>Date: _____</p>	<p>Signed: _____</p> <p>Michael O’BRIEN Principal</p> <p>Date: _____</p>
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**Child Safeguarding Risk Assessment
(of any potential harm)**

School Activities:	Risk Level:	Identified Risks of Harm:	Procedures in Effect for Identified Risks:
Training of school personnel in child protection matters.	High.	Harm not recognised nor promptly reported.	<i>Child Safeguarding Statement</i> & DES procedures made available to all staff; DLP & DDLP to attend PDST face-to-face training; PDST e-learning module completed; 10-09-19 all staff completed Tusla e learning training; BOM records all records of staff and board training.
1:1 teaching.	High	Harm by school personnel or allegation made against staff.	<i>Staff Working Alone with Student Policy</i> ; open doors; table between teacher and student; glass in window; all teachers and school personnel Garda vetted; all SVHF staff and volunteer staff are HSE Garda Vetted record keeping; handovers with MDT; <i>Child protection & welfare policies; procedures for reporting & managing child abuse concerns (SVHF).</i> School assistant walks around frequently to check in on classes
1:1 counselling.	Medium	Harm by school personnel or allegation made against staff.	<i>Staff Working Alone with Student Policy</i> ; open doors; table between teacher and student; glass in window;

			<p>all teachers Garda vetted; record keeping; handovers with MDT; <i>Child Protection and Protection Procedures for Reporting & Management of Child Abuse Concerns (SVHF).</i> School assistant walks around frequently to check in on classes</p>
Classroom teaching.	Low		<p>Open door; Glass panel; All teachers Garda vetted.</p>
Care of student with intimate care needs.	High.	Harm by school personnel.	<p><i>Staff Working Alone with Student Policy;</i> handovers with MDT; liaising with parents/guardians; Team work with MDT IEPs.</p>
Toilet areas.	High.	Inappropriate behaviour Allegation against staff.	<p><i>Child Protection and Protection Procedures for Reporting & Management of Child Abuse Concerns (SVHF)</i> Behaviour Policy Planned Staff toilet</p>
Curricular Provision in respect of SPHE, RSE, and stay safe.	Medium.	Non-teaching of same.	<p>School implements SPHE, including the RSE programme . Elements of Stay Safe programme are delivered during SPHE. Teacher training in same Team teaching</p>
Managing of challenging behaviour amongst students, including appropriate use of restraint.	High.	Injury to students and staff.	<p><i>SVHF Health & Safety Policy;</i> <i>Behaviour Policy;</i> Personal/Emergency Alarm usage; Breakaway training to be completed by all staff; School Emergency Prevention/Response Procedures; Protocol for admission of students to St. Josephs Adolescent School; Protocol for supervision in St. Josephs Adolescent School; MDT daily risk assessment and communication with MDT (am & pm</p>

			handovers/Team Meetings/etc); Procedures in case of emergency; Protocol in the case of Student Becoming Unwell while attending Class
Daily arrival and dismissal of students.	Medium.	Bullying; harm by other student; harm by unknown adults on the grounds; not showing up for school or leaving premises without permission.	<i>Health & Safety Policy</i> ; Protocol in the event an adolescent failing to attend school <i>Non-attendance to the Day Hospital Policy / Absent Without Leave Policy (*SVHF)</i> ; Guidelines on leaving the School without permission; Protocol for supervision in St. Joseph's Adolescent School; Sign in book Contract for students attending St. Josephs Adolescent School (signed at initial educational interview); Nurse escort for AIPU students to and from the school Nurse escort from school to the Day Unit after school Assembly and wrap-up; School assistant liaising with Day Unit nurse re attendance in the am
Recreation breaks for students.	Medium.	Injury to students; bullying; harm not noticed; harm not promptly reported.	Protocol for supervision in St. Joseph's Adolescent School; <i>Health & Safety Policy</i> ; <i>Behaviour Policy</i> ; <i>Anti-Bullying Policy</i> ; <i>Policy on Recreational Activities for Young People in the AIPU(*SVHF)</i> ; AIPU nurse onsite; School support personnel onsite. Assigned staff on duty timetabled
Outdoor teaching activities.	Medium.	Injury to students; bullying of students; harm not noticed; harm not promptly reported.	Protocol for supervision in St. Joseph's Adolescent School; <i>Health & Safety Policy</i> ; <i>Behaviour Policy</i> ; <i>Anti-Bullying Policy</i> ; <i>Policy on Recreational Activities for Young People in the AIPU(*SVHF)</i>

Sporting activities.	low	Injury to students; bullying of students; harm not noticed; harm not promptly reported.	Protocol for supervision in St. Joseph's Adolescent School; <i>Health & Safety Policy;</i> <i>Behaviour Policy;</i> <i>Anti-Bullying Policy;</i> Team Teaching, inclusive of MDT; Limited contact sports; <i>Policy on Recreational Activities for Young People in the AIPU(*SVHF).</i>
Annual sports day.	low	Injury to students/Bullying Harm not recognised properly or promptly reported	Protocol for supervision in St. Joseph's Adolescent School; <i>Health & Safety Policy;</i> <i>Behaviour Policy;</i> <i>Anti-Bullying Policy;</i> Team Teaching, inclusive of MDT
School outings.	medium		MDT members always accompany outings; <i>Behaviour Policy;</i> <i>Anti-Bullying Policy;</i> Team supervision, inclusive of MDT members
Use of off-site facilities for school activities.	high	Contact with strangers Injury to student Bullying	<i>Behaviour Policy;</i> <i>Anti-Bullying Policy;</i> MDT members always accompany outings Team supervision, inclusive of MDT members
Volunteers/parents.	Medium.	Harm to students	Garda vetting procedures; protocol for supervision in St. Joseph's Adolescent School; Sign in at door for visitors;
First Aid.	medium	Harm to student Loss of dignity; exposure of body parts.	CPR 4 Teachers training protocol for Supervision in St. Joseph's Adolescent School; Emergency response procedures Basic Life Skills training updated February 2018 by most school staff. AIPU nurse onsite;

			Policy on Privacy and Dignity (*SVHF)
Prevention and dealing with bullying amongst students.	medium	Emotional and physical harm to students.	<i>Anti-Bullying Policy;</i> <i>Behaviour Policy</i> Protocol for Supervision in St. Joseph's Adolescent School. SPHE/ stay safe programme/ On my own two feet Anti-bullying and cyber safe workshops ran by teachers
Training of school personnel in child protection matters.	low	Not being sufficiently trained to identify and to manage a child protection issue	Tusla's e-learning module completed; PDST e -earning module to be completed; <i>Child Protection Policy;</i> <i>Child Safeguarding Statement</i> & DES procedures made available to all staff; DLP& DDLP to attend PDST in-person training; BOM training in child protection. Croke park hours to be used for in-house revision of child protection and procedures Child Protection folder with necessary information available as a revision tool and available for all staff. Same held in office.
Use of external personnel to supplement curriculum.	low	Contact with strangers	Garda vetting procedures; MDT staff and volunteers all HSE Garda Vetted Protocol for Supervision in St. Joseph's Adolescent School
Care of students with specific vulnerabilities/ needs, such as: <ul style="list-style-type: none"> • students from ethnic minorities; • members of the traveller community; • lesbian, gay, bisexual or transgender (LGBT) students; 	medium	Exclusion; bullying; denigration of culture.	<i>Anti-Bullying Policy;</i> <i>Inclusive Mission Statement;</i> Inclusive religious ethos. Spirituality Policy (SVHF) Protocol for supervision in St. Joseph's Adolescent School; Anti-bullying workshops; Curricular provision in respect of SPHE, RSE, and stay safe.

<ul style="list-style-type: none"> • students of minority religious faiths, cultures, etc; • students in care; • care of all students with attention to the full range of human diversity and to any groups known nationally to be at risk of marginalisation as per Equality Legislation. 			
Use of external personnel to compliment sports.	Medium.	Contact with strangers	Garda vetting procedures; Protocol for supervision in St. Joseph's Adolescent School.
Use of ICT by students in school.	High.	Cyber bullying; staff not following policies & procedures; exposure to material of a graphic nature.	<i>ICT Policy;</i> <i>Anti-Bullying Policy;</i> <i>Behaviour Policy;</i> <i>Data Protection Policy;</i> <i>Mobile Phone Policy (*SVHF);</i> <i>Confidentiality Policy (*SVHF);</i> <i>Acceptable Use of Internet Policy;</i> Internet safe-guarding: SVHF/DES firewall protection; Protocol for supervision in St. Joseph's Adolescent School SPHE ICT Safe Usage workshop Close teacher supervision when internet is being accessed by students. <i>Electronic Communication and Young People Policy (*SVHF)</i> and consent signed on admission to unit.
Application of sanctions under the school's code of behaviour,	Low.	bullying	<i>Mobile Phone Policy;</i> <i>Homework Policy;</i> MDT handover and team meetings.

including detention of students, confiscation of phones, etc.			Individual Education Plans (IEPs) 1:1 behaviour contacts
Use of video/photography/other media to record school events.	medium		<i>Confidentiality Policy (*SVHF); Mobile Phone Policy (*SVHF); Use of iPads with recording devices monitored and supervised.</i>
Use of school premises after school day.	Low.		Only used by SVHF staff.
Student loss of dignity during time of un-wellness.	High.	Bullying	<i>Policy on Privacy and Dignity (*SVHF) Anti-Bullying Policy; Confidentiality Policy (*SVHF); Data Protection Policy; Respectful and non-judgemental Mission Statement and ethos; Contract for students attending St. Josephs Adolescent School. Adaptable timetable Classes provided onsite AIPU daily</i>

*SVHF policies are referenced because the students of the school are, de facto, patients of St. Vincent's Hospital, Fairview.

Important Note: In the context of this risk assessment, the risk of 'harm' is as defined in the *Children First Act 2015*. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary Schools 2017*

The Board of Management has endeavoured to identify all possible risks of harm in this school. The BOM has endeavoured to ensure that adequate procedures are in place to manage risk when and where possible. St. Joseph's Adolescent School has implemented the procedures listed in this assessment.

This risk assessment has been completed by the Board of Management on **03 October 2018** It will be reviewed as part of the school's annual review of its *Child Safeguarding Statement*.

Signed _____
Blake Hodkinson
Chairperson, Board of Management

Date _____

Signed _____
Michael O'Brien
Principal/Secretary Board of Management

Date _____