



Mount Anville Montessori Junior School

CHILD SAFEGUARDING STATEMENT

September 2023

Child Safeguarding Risk Assessment of any potential harm. **Harm is, as defined in the Children First Act 2015;**

- (a) Assault, ill treatment or neglect of a child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare or
- (b) Sexual abuse of the child whether caused by a single act, omission or circumstance or a series or combination of acts, omissions or circumstances or otherwise
- (c) Ill treatment: abandon or cruelly treat the child or to cause or procure or allow the child to be abandoned or cruelly treated
- (d) Neglect: deprive the child of adequate food, warmth, clothing, hygiene, supervision, safety or medical care
- (e) Welfare: includes the moral, intellectual, physical emotional and social welfare of the child

Mount Anville Montessori Junior School (MAMJS) is an independent school providing primary education, permeated by a Montessori philosophy to pupils from Montessori Classes to Sixth Class. The following Child Safeguarding Statement (CSS) sets out a commitment by MAMJS that all children will be equally protected from harm, regardless of race, ability, ethnicity, or sexual orientation.

The Board of Management and Chairperson act as the provider for the purpose of the Child Safeguarding Statement. The following are the contact details on behalf of the Board of Management for the purpose of the CSS;

- **Name:** Luci O'Donohoe, Chairperson, MAMJS Board of Management
- **Email:** lodonohoe@mountanvillemjs.ie

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 \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Mount Anville Montessori Junior School 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 (revised 2023)* as part of this overall Child Safeguarding Statement
- 2 **The Designated Liaison Person (DLP) is Elizabeth Kavanagh, Principal**
- 3 **The Deputy Designated Liaison Person (Deputy DLP) is Gillian Beatty, Deputy Principal**
- 4 The Children First Act 2015 Section 11 (3) requires that 'A child safeguarding statement shall... in that regard, specify the procedures that are in place' for maintaining a list of the persons (if any) in the relevant service who are mandated persons

In the absence of both the DLP and the DDLP, the following procedure is employed;

- In the absence of the DLP, the DDLP acts as the Designated Liaison person
- In the absence of both DLP and DDLP, the next most senior staff member (the Assistant Principal I) acts as the DLP.
- In the absence of all personnel listed in the previous points, the next senior mandated person on the In School Management team (an Assistant Principal II) acts as DLP.
- This procedure will continue, to ensure that the most senior mandated person on site will act as DLP (In School Management Team, or thereafter, followed by next senior mandated person on staff).
- A list of all mandated persons at MAMJS is recorded on an annual basis and is available upon request.

5 The Relevant Person is Elizabeth Kavanagh, Principal.

The procedure to appoint a relevant person in MAMJS is as follows:

- The Board of Management nominate Elizabeth Kavanagh, DLP & Principal, as the relevant person.
- The relevant person can provide information of how the child safeguarding statement was developed and will be able to provide the statement on request.
- The Board of Management agree the nominated relevant person at the first annual meeting for the purpose of the Child Safeguarding Statement.
- The contact details of the relevant person appointed at MAMJS are as follows;
 - **Name:** Elizabeth Kavanagh
 - **Phone number:** 01-2885313
 - **Email:** ekavanagh@mountanvillemjs.ie

- 6 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:

Mount Anville Montessori Junior School (MAMJS) 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.

MAMJS will also adhere to the above principles in relation to any pupil with a special vulnerability.

7 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 (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie 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 gov.ie 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), MAMJS-
 - 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 (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- 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 gov.ie website or will be made available on request by the school.


Note: The above is not intended as an exhaustive list. MAMJS recognise that implementation is an ongoing process. We are committed to the implementation of this Child Safeguarding Statement and

the accompanying child safeguarding policies and procedures that support our intention to keep children safe from harm while availing of our service.

- 8 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Council Committee (PCC) and the patron. 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.
- 9 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 25th September 2023 and will be reviewed annually at the first Board Meeting of the school year.

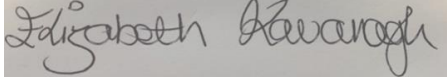
This Child Safeguarding Statement will be reviewed by the Board of Management in September 2024.

Signed: 

Luci O’Donohoe

Chairperson of Board of Management

Date: 25th September 2023

Signed: 

Elizabeth Kavanagh

Principal/Secretary to the Board of Management

Date: 25th September 2023

CHILD SAFEGUARDING RISK ASSESSMENT

Written Assessment of Risk of Mount Anville Montessori Junior School

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 (revised 2023)*, the following is the Written Risk Assessment of Mount Anville Montessori Junior School.

The table below outlines the following points in relation to Mount Anville Montessori Junior School's Child Safeguarding Risk Assessment:

- i. **List of school activities**
- ii. **Risks of harm associated with school activities**
- iii. **Procedures in place to address identified risks**

<i>List of School Activities</i>	<i>Risk Level</i>	<i>The School has identified the following Risk of Harm</i>	<i>The School has the following Procedures in place to address risk identified in this assessment</i>
Training of school personnel in Child Protection matters	High	Harm not recognised or reported promptly	Child Safeguarding Statement & DES procedures made available to all staff DLP& DDLP to attend face to face training All Staff to view Túsla training module & any other online training offered by PDST BOM records all records of staff and board training
One to one teaching	Med	Harm by school personnel/ peer/volunteer/coach	School has policy in place for one to one teaching Learning Support Policy Health and Safety Policy Extra-Curricular Policy
Care of children with special needs, including intimate care needs	High	Harm by school personnel	Procedures on intimate care (Child Protection Policy)

Toilet areas	High	Inappropriate behaviour	Usage and supervision policy (Child Protection Policy)
Curricular Provision in respect of SPHE, RSE, Stay safe.	Med	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	High	Injury to pupils and staff	Health & Safety Policy Code of Behaviour
Daily arrival and dismissal of pupils	Med	Harm from other pupils, unknown adults on the playground Traffic on avenue inappropriate behaviour	Arrival and dismissal Policy & Procedures Supervision Policy
Recreation breaks for pupils	High	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Policy & Procedures in place Health & Safety Policy Code Of Behaviour
Classroom teaching	Low	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Risk assessments Risk register collated by Director of Finance, Facilities and Operations Health & Safety Policy Code Of Behaviour
Outdoor teaching activities	Med	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Risk assessments Risk register collated by Director of Finance, Facilities and Operations Health & Safety Policy Code Of Behaviour
Sporting Activities/Visitor	High	Harm from unknown person Harm not recognised or promptly reported Inappropriate behaviour	Policy & Procedures in place Health & Safety Policy Code Of Behaviour PE Plan Tour/Excursion Policy Sports Team Selection Process Vetting Policy
Choir	Low	Arrival and dismissal to venue Inappropriate behaviour	Health and Safety Policy Code of Behaviour

Orchestra	Low	Arrival and dismissal to venue Movement of Instruments	Supervision Policy Health and Safety Policy
Individual Music Lessons (instruments)	High	Arrival and dismissal to venue Carrying musical instruments Harm by school personnel	Extra- Curricular Policy Child Protection Policy Health and Safety Policy
Play Activities	Med	Harm to pupils Maintain and re-new resources/equipment	Policy & Procedures in place Identified risk assessments carried out daily Code of Behaviour and Anti-Bullying Policy
Sports Coaches/ external personnel to supplement curriculum	Med	Harm to pupils	Policy & Procedures in place Extra-Curricular Policy Sports Team Selection Policy
Students participating in work experience	Low	Harm by student	Work experience Policy Child Safeguarding Statement
Educational Trips/Matches	High	Unknown adults/staff/stranger/peer at the venue Tour guides and drivers	School Tours/excursion policy and procedures in place
Use of toilet	High	Inappropriate Behaviour	Supervision policy Child Protection and Toileting
Changing for sport activities	Med	Children wearing appropriate clothing for PE etc Attend swimming lessons	Swimming Information letter Health and Safety Child Protection Policy Code of Behaviour
Annual Sports Day	High	Unknown person on the ground Car park usage Harm to pupils, inappropriate behaviour	Critical Incident Policy Health and Safety Code of Behaviour/Anti-Bullying

'Green' activities	Low	Gardening on the grounds Use of equipment Some gardens located near car park	Health and safety Policy Supervision procedures
Annual Science Fair	Med	Carrying out experiments Fumes/ventilation Safety of experiments	Health and Safety (ventilation) Supervision procedures
School transport arrangements including supervisors	Med	Harm to pupils Harm not recognised or properly or promptly reported	Tour/excursion Policy Supervision Policy Vetting Policy Critical Incident Policy Code of Behaviour
Volunteers/Parents	Med	Harm to pupils	Vetting Procedures Sports Team Selection Policy for Parents/Volunteers
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	High	Ensuring that all those involved in an incident are safe Ensuring personnel are available to support the child/teacher	Code of Behaviour- Challenging/Serious behaviour Staff receive training Supervision Policy
Administration of First Aid	Med	Ensuring the facilities are maintained and assessed First Aid bags are replenished Location of the First Aid bag	First Aid Maintenance procedure Accidents and Injuries Policy
Administration of Medicine	High	Identifying children and adult with medical conditions Location of medication Administration of medication	Administration of Medicines Policy
Curricular provision in respect of SPHE, RSE, Stay Safe	Med	Timetabled at each class level Resources to support programmes Curriculum plan to support SPHE	SPHE Plan and resources agreed Assembly

List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Prevention and dealing with bullying amongst pupils/staff/volunteer/peer	High	Observation of pupil in classroom and on the grounds Communication links with supervisors and the class teacher	Anti-Bullying Policy Code of Behaviour Communication channels established in MAMJS Record-Keeping Policy Parent/Teacher meetings
Training of school personnel in child protection matters	Med	All guidelines are read and followed Availability of policy and guidelines at all times Following reporting procedures	Child Protection CPD at start of each school year Child Protection and Child Safeguarding Statements on display in school and on school website
<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBT) children • Pupils perceived to be LGBT • Pupils of minority religious faiths • Children in care • Children on CPNS 	Med	Inappropriate behaviour Isolation Unknown person and inappropriate comments/behaviour Rights of the child (UN Convention) not respected	Inclusion Statement Ethos of the Sacred Heart RSE programme Code of Behaviour Anti-Bullying Policy

List of School Activities	Risk Level	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Use of Information and Communication Technology by pupils in school, including online abuse through social media or internet usage	High	Bullying Staff not following policies & procedures	ICT policy Anti-Bullying Policy Code of Behaviour Acceptable Usage Policy
Application of sanctions under the school's Code of Behaviour including in-school suspension, confiscation of phones etc.	Low	Security of items confiscated Challenging behaviour	Health and Safety Policy Locked units for safe storage of items Code of Behaviour guidelines
Students participating in work experience in the school	Low	Transition year student on work experience	Follow Túsla and DES guidelines
Student teachers/volunteers undertaking training placement in school	Med	Second/ Third level students on teaching practice	Ensure the relevant documentation is furnished by the third level institute Vetting Policy
Use of video/photography/other media to record school events, including unauthorised	High	Recording of main performances and events that were commissioned Taking pictures in the school of events Using Twitter	Using school devises and personnel for recording events Follow the school Acceptable Use Policy Use of school cameras Permission form signed by parent/guardian
Risk of harm while online teaching and remote learning is taking place due to school closure	High	Bullying Students not following policies & procedures Taking photographs of others when appearing on camera online Recording staff or students while taking part in virtual classroom settings	ICT policy Anti-Bullying Policy Code of Behaviour Acceptable Usage Policy

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 (revised 2023)*

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 MAMJS 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.

Appendix A: Child Safeguarding Policies and Procedures (other relevant policies and procedures. This is not an exhaustive list)

As required by the Children First Act, 2015, Children First National Guidance for Protection and Welfare of Children 2017 and the Guidance for Developing for a Child Safeguarding statement for Early Years Services 2018 the following safeguarding policies/procedures/measures are in place for all the identified risks of harm:

- Procedures to maintain a list of mandated persons under the Children First Act, 2015
- School ethos, kindness charter and inclusion statement
- Risk Register on agenda at each Board of Management Meeting
- A Relevant Person (Designated Liaison Person) has been appointed
- A Designated Liaison Person and Deputy (Deputy Designated Liaison Person) have been appointed
- Child Protection and Welfare Reporting Procedures. SPHE programme for children including RSE and Stay Safe.
- Toileting Procedures
- Extra-Curricular Policy
- Arrival and Dismissal Policy, including traffic management procedures
- Critical Incident Policy with a Critical Incident Management Team
- Confidentiality Policy
- Policy for Dealing with Allegations of Abuse or Neglect Against Employees
- Child Protection Policy
- Procedure for Managing Child Protection and Monitoring Records
- Recruitment Policy
- Garda Vetting Policy
- Code of Behaviour for Working with Children
- Code of Behaviour and Anti-Bullying Policy
- Induction Policy (which includes procedures to inform new staff about the Child Safeguarding Statement and accompanying safeguarding policies and procedures)

- All staff have completed the Tusla eLearning module – *Introduction to Children First* and relevant staff have attended Always Children First Child Protection Training.
- Staff have access to regular Supervision and Support in line with the service policy
- Complaints Policy
- Policy for Managing Outings/School Tours, including swimming procedures
- Sport Team Selection Process
- Health and Safety Policy: Managing Accidents and Incidents, First Aid, Administration of Medicines, Ant-Febrile Policy
- Health and Safety Policy
- IT Policy: Acceptable Use Policy, Virtual Class Contract, Use of Social Media, Mobile Phone and Electronic Devices Policy, Permission document on use of photos/videos/contacts

Note: *The above is not intended as an exhaustive list.*