



Mount Anville

Montessori Junior School

2½ – 12 years

Child Safeguarding Statement November 2021

(Up-dated March 2018, amended April 2020, August 2020 due to Covid-19, November 2021)

Covid-19 amendments are highlighted in teal font- August 2020

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 is an independent school providing primary education, permeated by a Montessori philosophy to pupils from Montessori Classes to Sixth Class.

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 Túsla 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.

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

The Designated Liaison Person (DLP) is Elizabeth Kavanagh, Principal

The Deputy Designated Liaison Person (Deputy DLP) is Gillian Beatty, Deputy Principal

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.

The following procedures/measures are in place:

- Due to Covid-19, amendments to procedures have been highlighted in blue to outline the amendments during these unprecedented times.
- 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 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 -
 - 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; and
 - The Board of Management maintains records of all staff and Board member training.
- In relation to reporting of child protection concerns to Túsła, 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 above named 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; Elizabeth Kavanagh (DLP) and Gillian Beatty as the (Deputy DLP)

- 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 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 attached as an appendix to these procedures.
- The various procedures referred to in this Statement can be accessed via the school's website, the DES website or will be made available on request by the school.

Child Safeguarding Risk Assessment (of any potential harm)

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 12th March 2018. It is reviewed as part of the school's annual review of its Child Safeguarding Statement at the first Board of Management meeting of the academic school year

<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 Child Protection Policy Face coverings, not face to face with student (adjust height) and be at an angle (amended during Covid-19) Open doors Table between teacher and pupil Health and Safety POI Glass in window
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) Important to ensure no crowds in toilet area
Curricular Provision in respect of SPHE, RSE, Stay safe.	Med	Non-teaching of same Extra focus on well-being of children	School implements SPHE, RSE, Stay Safe in full Increase in teaching of Stay Safe and Weaving programme
Managing of challenging behaviour amongst pupils, including appropriate use of restraint	High	Injury to pupils and staff	Health & Safety Policy Code of Behaviour

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
Daily arrival and dismissal of pupils New procedures due to Covid-19	Med	Harm from other pupils, unknown adults on the playground Traffic on avenue Inappropriate behaviour	Arrival and dismissal Policy & Procedures (New Policy August 2020 due to Covid-19) Supervision Policy Teachers/SNAs Traffic Management Procedures in place Health & Safety Policy
Recreation breaks for pupils (amended during Covid-19)	High	Injury to pupils/Bullying Harm not recognised or properly or promptly reported	Policy & Procedures in place Health & Safety Policy Code Of Behaviour Yard Procedures amended due to Covid-19
Classroom teaching (amended during Covid-19)	Low	Injury to pupils/Bullying Harm not recognised or properly or promptly reported Removal of library and sharing of books/tables, chairs Seating is socially distanced (3rd-6^t) Staff must wearing a face covering when not social distancing e.g. movement in staffroom	Risk assessments Risk register collated by Bursar 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 Bursar Health & Safety Policy Code Of Behaviour

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
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 (suspended during Covid-19)	High	Arrival and dismissal to venue Inappropriate behaviour	Health and Safety Policy Code of Behaviour
Orchestra	Med	Arrival and dismissal to venue Movement of Instruments	Supervision Policy Health and Safety Policy
Individual Music Lessons (instruments) (suspended during Covid-19)	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 August 2020: Each class will have a play pod in the yard with their own basket of equipment	Med	Harm to pupils Maintain and re-new resources/equipment Each class bubble will receive a basket of their own play equipment which will be washed daily	Policy & Procedures in place Identified risk assessments carried out daily Code of Behaviour and Anti-Bullying Policy New Drop and Collect Policy due to COVID-19
Sports Coaches/ external personnel to supplement curriculum (outside decreases risk)	Med	Harm to pupils	Policy & Procedures in place Extra-Curricular Policy Sports Team Selection 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
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 New procedures for students- no more than 4 in the large communal sanitary rooms (blue and red corridor). We have also partitioned the shared sanitary rooms in Montessori/Preparatory	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 Policy Sports Team Selection Process
'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 (suspended during Covid-19)	Med	Carrying out experiments Fumes/ventilation Safety of experiments	Health and Safety (ventilation) Supervision procedures

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
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 (suspended during Covid-19 of working with children indoors)	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 Creation of Isolation rooms (4 in total) and procedures when in use (Covid-19 Response document)	First Aid Maintenance procedure Accidents and Injuries Policy extended to include procedures to support First Aid during Covid-19
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 on Fridays and Mondays (1 st - 6 th)

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. The Code of Behaviour and ICT policy has been extended to include schooling at home during lockdown using the platform Microsoft Teams. If online, the MAMJS	High	Bullying Staff and students 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. The Code of Behaviour and ICT policy has been extended to include schooling at home during lockdown.	Low	Security of items confiscated Challenging behaviour	Health and Safety Policy Amendment of the Risk Assessment Register 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 (suspended during Covid-19)	Med	Second/ Third level students on teaching practice	Ensure the relevant documentation is furnished by the third level institute Vetting Policy
Use of video/Microsoft Teams/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

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.*

Implementation and Review

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.

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 on request. A copy of this Statement will be made available to Túsla and the Department, if requested.

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 12th March 2018 and will be reviewed at the first Board Meeting of the school year.

Date of next review: First Board Meeting of the new academic year

Signed Pat O'Reilly
Chairperson, Board of Management

Date 3rd November 2021

Signed Elizabeth Kavanagh
Principal/Secretary, Board of Management

Date 3rd November 2021