



Wicklow Montessori Primary School  
Ballyguile, Wicklow  
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## Child Safeguarding Statement Wicklow Montessori School

### **1. Name of service being provided:**

Wicklow Montessori Primary School caters for children aged 2 years and 8 months to the end of primary school (pre-school to 6<sup>th</sup> 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 Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of Wicklow Montessori Primary and Pre-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 Dara Mulhall, School Principal**

**The Deputy Designated Liaison Person (Deputy DLP) is Niamh Murray, Pre-School Teacher**

**Relevant Person: Siobhán Bradley, Secretary (Office 0404 67766)**

The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all the school's policies, procedures, practices and activities. The school will adhere to the following principles of best practice in child protection and welfare

### **2. Nature of service and principles to safeguard children from harm**

*"harm" means, in relation to a child— (a) assault, ill-treatment or neglect of the 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, (brief outline of what our service is, what we do and our commitment to safeguard children):*

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,
- set out a commitment that all children will be equally protected from harm regardless of race, ability, ethnicity or sexual orientation
- 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:

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 DE 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 and that it is read and signed:

- 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 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 attached as an appendix to these procedures.
- 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.
- Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

20<sup>th</sup> September 2023



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 Tusla 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.

### **3. Risk Assessment**

We have carried out an assessment of any potential for harm to a child while availing of our services including the area of online safety when accessing the internet. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

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 Wicklow Montessori School

#### **List of school activities:**

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- Small group teaching
- Outdoor teaching activities
- After school and lunch time activities
- Sporting activities
- School outings/tours
- Use of toilet
- Toileting accidents
- Use of off-site facilities for school activities
- Care of children with special educational needs
- Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
- Administration of Medicine
- Administration of First Aid
- Curricular provision in respect of SPHE, RSE, Stay Safe, Well Being
- Prevention and dealing with bullying amongst pupils
- 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 pupils with specific vulnerabilities/ needs such as
  - 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



- Recruitment of school personnel including -
- Teachers/SNA's
- Caretaker/Secretary/Cleaners
- Sports coaches
- External Tutors/Guest Speakers
- Volunteers/Parents in school activities
- Visitors/contractors present in school during school hours
- Visitors/contractors present during after school activities
- Participation by pupils in religious ceremonies
- Use of Information and Communication Technology by pupils in school
- Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc.
- Students participating in work experience in the school
- Student teachers/snas undertaking training placement in school
- Use of video/photography/other media to record school events
- Display of photographs in school/church/media/social media

**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

<b>Risk of harm:</b>	<b>Procedures in place</b>
Risk of harm not being recognised by school personnel	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
Risk of harm not being reported properly and promptly by school personnel	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



<p>Risk of child being harmed in the school by a member of school personnel</p>	<p>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</p> <p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</p>
<p>Risk of child being harmed in the school by another child</p>	<p>The school implements the Walk Tall Stay Safe Programme          The school implements the SPHE curriculum          The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks</p>
<p>Risk of child being harmed in the school by volunteer or visitor to the school</p>	<p>The school has procedures in place for the use of external persons to supplement delivery of the curriculum</p> <p>The school has procedures in place in respect of students undertaking work experience in the school</p>
<p>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</p>	<p>The school has clear procedures in respect of school outings including risk assessments</p> <p>The school has procedures in place for the use of external sports coaches</p>
<p>Risk of harm due to bullying of child</p>	<p>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</p>
<p>Risk of harm due to inadequate supervision of children in school</p>	<p>The school has a codes of conduct for school personnel (teaching and non-teaching staff)</p>
<p>Risk of harm due to inadequate supervision of children while attending out of school activities</p>	<p>The school has a codes of conduct for school personnel (teaching and non-teaching staff)</p>
<p>Risk of harm due to inappropriate relationship/communications between child and another child or adult</p>	<p>The school complies with the agreed disciplinary procedures for teaching staff</p>



Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school	The school has in place an ICT and Social Media Expected Use Policy The school has procedures in place in respect of usage of mobile phones by pupils
Risk of harm to child while a child is receiving intimate care	The school has in place a policy and procedures for the administration of First Aid
Risk of harm due to inadequate code of behaviour	The school has in place a Code of Behaviour for pupils
Risk of harm in one-to-one teaching, counselling, coaching situation	The school has clear procedures in place for one-to-one teaching activities
Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner	The school has in place an ICT and Social Media Expected Use Policy The school has procedures in place in respect of usage of mobile phones by pupils
Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner	The school has in place an ICT and Social Media Expected Use Policy The school has procedures in place in respect of usage of mobile phones by pupils

This is available to view online at [www.wicklowmontessorischool.ie](http://www.wicklowmontessorischool.ie)

#### 4. Procedures

Our Child Safeguarding Statement has been developed in line with requirements under the Children First Act 2015, *Children First: National Guidance for the Protection and Welfare of Children (2017)*, and Tusla's *Child Safeguarding: A Guide for Policy, Procedure and Practice*. In addition to the procedures listed in our risk assessment, the following procedures support our intention to safeguard children while they are availing of our service:

- Procedure for the management of allegations of abuse or misconduct against workers/volunteers of a child availing of our service;
- Procedure for the safe recruitment and selection of workers and volunteers to work with children;
- Procedure for provision of and access to child safeguarding training and information, including the identification of the occurrence of harm;
- Procedure for the reporting of child protection or welfare concerns to Tusla;
- Procedure for maintaining a list of the persons (if any) in the relevant service who are mandated persons;
- Procedure for appointing a relevant person.

All procedures listed are available upon request.



## 5. Implementation

We recognise that implementation is an on-going process. Our service is committed to the implementation of this Child Safeguarding Statement and the procedures that support our intention to keep children safe from harm while availing of our service.

This Child Safeguarding Statement will be reviewed on **20<sup>th</sup> September 2025**, or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed: \_\_\_\_\_ (Provider)  
[Provider's name and contact details]

For queries, please contact **Siobhán Bradley in the Office or 0404 67766**, Relevant Person under the Children First Act 2015.

20<sup>th</sup> September 2023