

Mulroy College
Milford
Roll Number: 712200



**Child Safeguarding &
Risk Assessment
Statement**

Mulroy College
Child Safeguarding Statement



Mulroy College embodies mutual respect in a caring environment while enabling students to achieve personal success and move with confidence into a world of endless opportunities.

Mulroy College is a post-primary school providing post-primary education to pupils from First Year to Leaving Certificate Year.

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 Mulroy 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
Ms Fiona Temple
- 3 The Deputy Designated Liaison Persons (Deputy DLPs) is
Mr David McHale
- 4 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.

5 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 gov.ie
- 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 gov.ie.
- 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
 - 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 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 schools 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 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, gov.ie 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.

- 6 This statement has been published on the school’s website and has been provided to all members of school personnel, the Parents’ Association (if any) 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.
- 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.

Mulroy College
Child Safeguarding Risk Assessment



1. Name of Service

Mulroy College is a second level vocational school operating under the aegis of Donegal ETB. The school is a recognised school as defined by the Education Act 1998.

2. Nature of service provided

Mulroy College provides a high quality inclusive co-educational service to young people from the Milford catchment area. Students include mainstream second level students and from Sept 2018, students that are assigned to our Autism Spectrum Disorder (ASD) classroom.

As a child-centred school Mulroy College is committed to safeguarding the welfare of all children under its care. The school is committed to implementing in full all relevant sections of Children First Act 2015 and to complying fully with all regulations and requirements as laid down by the Department of Education in relation to child protection and welfare.

3. Risk Assessment

Risks identified

- Mulroy College provides an education service to students ranging on average from 12 years of age to 18 years of age. Students of these ages are by virtue of their age more vulnerable than adults and therefore require increased support to ensure their protection and welfare.
- In addition the school will also provide an education service to a small number of students with special education needs who are more vulnerable than their peers and who therefore carry a greater duty of care and by extension require more supports than other children might reasonably require. This service will be operational from Sept 2018 in our ASD classroom.
- Below is a list of school activities that happen on a daily basis or throughout the year

School Activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching

- One-to-one teaching
- One-to-one counselling
- Outdoor teaching activities
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Annual Sports Day
- Fundraising events involving pupils
- Use of off-site facilities for school activities
- School transport arrangements
- Care of children with special educational needs, including intimate care where needed,
- 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, Friends for Life
- Prevention and dealing with bullying amongst pupils
- Training of school personnel in child protection matters
- Use of external personnel to support sports and other extracurricular 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
- 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
- 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
- Students from the school participating in work experience elsewhere
- Student teachers undertaking training placement in school
- Use of video/photography/other media to record school events
- After school use of school premises by other organisations
- Use of school premises by other organisation during school day
- Breakfast club

Risks of Harm

- Risk of harm not being recognised by school personnel
- Risk of harm not being reported properly and promptly by school personnel
- Risk of child being harmed in the school by a member of school personnel
- Risk of child being harmed in the school by another child
- Risk of child being harmed in the school by volunteer or visitor to the school
- 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
- Risk of harm due to bullying of child
- Risk of harm due to inadequate supervision of children in school
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship/communications between child and another child or adult
- Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school

- Risk of harm to children with SEN who have particular vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner

Risk Management

In managing the risk associated with a school Mulroy College has in place a number of structures, systems, policies and procedures to ensure the safety and welfare of students in its care. These include:

Procedures to address risks of harm

- 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 provides adequate supervision 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 clear procedures in respect of school outings, parental consent is required, and supervision is always organised
- 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, Donegal ETB manages this on our behalf
- The school has a codes of conduct for school personnel (teaching and non-teaching staff), we follow Donegal ETB's code of conduct
- The school complies with the agreed disciplinary procedures for teaching staff

- The school has a draft Special Educational Needs policy
- The school ensures all SNAs conduct intimate care needs in respect of students who require such care and are appropriately trained and supported for this
- Where students need medication during the day, each parent contacts the school and appropriate procedures are put in place
- 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
 - The Principal/Deputy Principal meets all new staff at the start of the academic year to go through these procedures
 - 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 procedures for the administration of First Aid and provides opportunities for staff to avail of First Aid training
- The school has in place a code of behaviour for all members of the school community
- The school has in place an ICT policy in respect of usage of ICT by pupils, this is the Donegal ETB ICT policy
- Mobile phones are not permitted in the school and confiscated if used
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- Where external coaches are used, all Garda vetting procedures are followed and Mulroy College staff are always present also
- The school ensures that all one to one activities happen in open places
- The school ensures that all counselling happens with members of the Student Support Team and all students accessing supports through this are reviewed weekly
- The school has in place a PST team to support and manage NQTs and student placements
- The school has in place 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

A. Adoption and Implementation of relevant procedures

The board of management of Mulroy College has adopted unamended the Child Protection Procedures for Primary and Post-Primary Schools 2017. These procedures have been developed by the Department of Education in accordance with the Children First Act 2015 and the the National Guidance for the Protection and Welfare of Children 2017.

B. Vetting

- All teaching staff are vetted by the Teaching Council and this is a requirement for registration and employment purposes. In addition newly appointed teaching staff are also vetted by Donegal ETB prior to appointment. Special Needs Assistants and ancillary or administrative staff are also vetted by Donegal ETB
- Non-staff - Regular service providers such as canteen operators, bus drivers are vetted by Donegal ETB.
- All volunteers, guest speakers or facilitators who will be interacting with students are vetted by Donegal ETB.

C. Mandated Persons

All teachers are now mandated persons under the terms of the Children First Act 2015. This means that teachers are now required to report concerns disclosed to them by students or parents / guardians directly to Tusla.

D. Supervision & Substitution

The school has a structured supervision and substitution scheme operated by fully trained staff who have all been vetted by Donegal ETB and / or the Teaching Council. The scheme provides supervision for all scheduled breaks while substitution arrangements are put in place as need arises to ensure no student is left unsupervised in class. Students are never removed from class to be left unsupervised.

E. Building Layout

Mulroy College has in place a system which keeps younger and older students separate for some key times. Junior and senior students have lockers in different areas. Students with special education needs may have special lockers assigned to safeguard these children. There are also separate toileting facilities for students with disabilities and / or special education needs where the use of a common toilet might compromise their dignity or welfare.

F. Guidance Counsellors

Mulroy College has one fully trained Guidance Counsellor who links in with students on a regular basis to check on their wellbeing and to offer support for students in crisis. The Guidance Counsellor in the school also conducts surveys of students to ascertain if any student may be struggling either in school or at home.

G. Home School Community Liaison (HSCL)

Our school has a full time HSCL teacher who links in with students and parents to offer support particularly in the area of welfare. She liaises with various agencies to support the most vulnerable children who may be in crisis.

H. Student Support Team

Mulroy College has a Student Support Team comprising senior management, the Guidance Counsellor, the HSCL, the School Completion Coordinator (SCP), the SEN Coordinator, our Educational Psychologist and a Special Duties teacher coordinates these meeting and keeps a weekly record. Persons names cannot be identified in the recorded minutes.

This group meet weekly and decide provisions of support for all, support for some and support for few.

I. Inter-agency cooperation

The school cooperates with a number of agencies to ensure that child welfare is safeguarded for all children under its care. Such cooperation includes liaising with Tusla, CAMHS, Springboard, HSE, An Garda Síochana, Foróige, Donegal Youth Services etc.

J. Staff Supports

- Staff CPD - Staff are encouraged and facilitated in attending appropriate CPD to support them in their role safeguarding the welfare of all children under their care.
- Staff Handbook - Staff are provided with a handbook each year in which clear information and advice is given in relation to child protection and welfare. Advice on identifying students at risk and what to do if a child makes a disclosure is included in the handbook. An outline of appropriate procedures to follow as well as information about the relevant person to whom concerns should be brought.
- Induction of new staff - All new staff are inducted in the school providing them with the staff handbook and an overview of child protection procedures. Additionally, the school is part of Droichead, the national induction programme for new teachers.

K. Membership of SCP

Mulroy College is part of the Errigal & Mulroy School Completion Programme, a collaborative partnership of local schools which seeks to support students at risk of early leaving. All interventions in the SCP seek to protect children and improve their welfare.

L. Pastoral Care System

Mulroy College operates an effective Pastoral Care system comprising Year Heads and Class teachers who have regular contact with their appointed class or year groups. These staff members are available to students who may be undergoing a welfare or child protection crisis and to whom they may feel comfortable disclosing information.

M. Managing allegations against members of the public

Where a Child Protection / Welfare allegation is made against a member of the public (including parents / guardians of the student) the Designated Liaison Person, or Deputy Designated Liaison Person in her absence, will make a report (or joint report where the disclosure was made to a teacher) to the Social Work Intake team of Tusla. If Tusla cannot be contacted then a report will be made to the Garda Síochana in matters of Child Protection.

N. Managing allegations against members of staff

In accordance with the Child Protection Procedures developed by the Department of Education where an allegation is made against a member of staff the principal will meet with the member of staff and ask him/her to remove himself/herself from the school immediately as a precautionary measure to protect the child and to ensure Donegal ETB is in a position to deal with the allegation.. The staff member will remain on full pay. The action taken by the principal is precautionary and not disciplinary and the employee's right to a presumption of innocence remains.

In addition to the measures outlined above separate extra measures are put in place to support the most vulnerable students and manage any risk in respect of their welfare.

- A. Specialised programmes are run for students with additional and / or special education needs. These programmes are delivered by staff who are trained in the delivery of special education supports.
- B. Students with assessed special education needs have access to SNA support to ensure their care needs and welfare is safeguarded.
- C. Special arrangements are put in place at social times to support students with complex special education needs. A separate room is available for vulnerable students which is always supervised.

Policies and Procedures

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

- Child Protection Policy
- Critical Incident Policy
- Anti-bullying Policy
- A draft Special Education Needs Policy
- Data protection Policy
- Code of Practice for dealing with complaints made by parents / guardians or students over the age of 18.
- Teaching Council Complaints procedure for registered teachers
- Donegal ETB Recruitment Policy
- Child Protection Guidelines for Post-Primary Schools
- DES Circular Letter 65/2011 - Child Protection Procedures for Primary & Post-primary schools
- 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.

3. Designated Liaison Person(s)

While all teaching staff in the school are mandated persons as defined and described in the legislation the school also has in place a Designated Liaison Person (DLP) and a Deputy Designated Liaison Person (DDLDP).

- The Designated Liaison Person is Ms Fiona Temple
- The Deputy Designated Liaison Person is Mr. David McHale

4. Implementation

Mulroy College recognises that implementation is an ongoing process. Our school 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.

The Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which the statement refers.

Signed: Andy O'Donnell

Date: 15/10/24

Chairperson (Board of Management)

Signed: Fiona Temple

Date: 15/10/24

Principal

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, Tusla Guidance on the preparation of Child Safeguarding Statements and *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, the Board of Management of Mulroy College has agreed the Child Safeguarding Statement set out in this document.