



Central Model Senior School (00752A)

Child Protection Policy 2025 - 2026

Child Safeguarding Statement

Central Model Senior School is a national primary senior school providing primary education to pupils from 2nd Class 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 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 Central Model Senior 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 (Revised 2023) as part of this overall Child Safeguarding Statement.

- The Designated Liaison Person (**DLP**) is **Kathryn Russell**.
- The Deputy Designated Liaison Person (**Deputy DLP**) is **Gillian Gerrard**.
- The Relevant Person (as defined under Section 11 of the Children First Act 2015) is the DLP, Kathryn Russell.
- Store Street Garda Station: (01) 666 8000
- HSE Duty Social Worker: (01) 856 6856

Principles of Best Practice in Child Protection and Welfare

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 taking unnecessary risks that may leave them 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 these principles in relation to any child or adult pupil with special vulnerabilities, including pupils with additional needs, care experience or other identified vulnerabilities.

Procedures and Measures in Place

1. Staff Investigations

Where any member of staff is the subject of an investigation (howsoever described) in respect of any act, omission or circumstance in relation to 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 published on the Department of Education (DE) website.

2. Recruitment and Vetting

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.

3. Training and Awareness

All staff receive a copy of the school's Child Safeguarding Statement. New staff are provided with a copy as part of their induction. Staff and members of the Board of Management are encouraged to avail of relevant Tusla and Department of Education child protection training. All mandated persons (registered teachers and any other relevant staff) complete Tusla eLearning training <https://www.tusla.ie/children-first/children-first-e-learning-programme/> or equivalent as part of induction and ongoing professional development.

The Board of Management maintains records of all staff and Board member training.

4. Reporting Procedures

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) when reporting child protection or welfare concerns to Tusla. Registered teachers are mandated persons under the Children First Act 2015 and are required to make mandated reports where appropriate. All concerns or disclosures are first reported to the DLP, who will consult with Tusla as

required and ensure that written records are securely maintained in accordance with Department and data protection guidelines.

Risk Assessment

In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board of Management has carried out a written assessment of potential risks to children while attending the school or participating in school activities.

A summary of the identified risks and control measures is outlined below:

Activity / Area	Potential Risk	Procedure / Control Measure
Supervision during breaks	Inadequate supervision may result in harm	Supervision Rota; clear staff responsibilities
One-to-one teaching	Risk of inappropriate contact	One to One Teaching Policy 2025; parental consent
Online / digital activity	Cyberbullying or exposure to harmful content	Acceptable Use Policy 2025; digital safety lessons
School trips / outings	Risk outside school premises	Risk assessments; supervision ratios; parental consent
Visitors / volunteers	Unvetted individuals	Garda vetting; visitor sign-in and supervision procedures; school handbook

The full written risk assessment is included with this Child Safeguarding Statement.

Communication and Accessibility

This Child Safeguarding Statement and related procedures are available on the school's website, on request from the school office and on the Department of Education website. The statement has been provided to all members of school personnel and the patron and is readily accessible to parents and guardians.

A child-friendly summary of this statement is displayed in the school building and published on the school website.

Key related school policies that support this statement include:

- Anti-Bullying Policy
- Code of Behaviour
- Acceptable Use Policy
- Supervision Policy
- One to One teaching Policy
- Intimate Care Policy

A copy of this statement will be made available to Tusla and the Department of Education if requested.

Record Keeping and Confidentiality

All records relating to child protection concerns, referrals and communications with Tusla or An Garda Síochána are maintained securely by the DLP in accordance with Data Protection legislation and Department of Education guidance. Access to such records is restricted to the DLP and DLPP only.

Review and Adoption

This Child Safeguarding Statement will be reviewed by the Board of Management at least every 24 months, or as soon as practicable after any material change in relevant circumstances.

This Child Safeguarding Statement was adopted by the Board of Management on 18/11/25 It will be reviewed by the Board on or before Dec 2026.

Signed: Paul Brady

Date: 18/11/2025

Chairperson, Board of Management



Signed: Kathryn Russell

Date: 18/11/2025

Principal

The Board of Management will adopt the Department of Education's Child Protection Procedures (2025) at the earliest opportunity and no later than December 2026.



Central Model Senior School 00752A

Child Friendly Safeguarding Statement 2025 - 2026

Keeping Everyone Safe

At Central Model Senior School, we want every child to feel safe, happy, and cared for. Everyone in our school, teachers, SNAs, parents, visitors and students, has a part to play in keeping children safe.

If You Ever Feel Unsafe

If you are ever worried, hurt, or feel unsafe, you can talk to:

- Ms. Kathryn Russell – our Designated Liaison Person (DLP)
- Ms. Gillian Gerrard – our Deputy DLP

They will listen and help you. You can also tell any teacher or adult you trust in the school.

What We Do to Keep You Safe

We:

- Make sure staff and volunteers are trained to keep children safe.
- Listen to students and take worries seriously.
- Have clear rules for behaviour, bullying and internet use.
- Make sure all adults who work here are checked and approved (Garda vetted).
- Keep information private and safe.

We are fully committed to:

- Looking after every child in our care.
- Always doing our best to protect children from harm.
- Working with parents, Tusla and other organisations when needed to keep you safe.

If you'd like to know more, you can read the full Child Safeguarding Statement on our school website or ask at the school office.

Central Model Senior School

Child Safeguarding Risk Assessment 2025 - 26

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 Central Model Senior School.

This assessment identifies the areas where there is a potential risk of harm to children while attending the school or participating in school activities, and outlines the procedures and practices in place to manage and reduce these risks to the greatest possible extent.

It will be updated, as necessary, to reflect the Department of Education Child Protection Procedures (2025) once adopted by the Board of Management.

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 the risk identified in this assessment
Training of school personnel in Child Protection matters	High	Harm not recognised or reported promptly	Child Safeguarding Statement & Department procedures provided to all staff. DLP & DDLP complete Tusla/Oide eLearning (2023) and DLP training. All staff complete mandated-person training. Records of training kept.
One-to-one teaching	Low	Harm by school personnel	One-to-One Teaching Policy (2025). Doors ajar. Timetable submitted to the office. Parental awareness. Class teacher nearby. Staff present when visiting coaches work with pupils.
Care of children with special or intimate care needs	Low	Harm by school personnel	Intimate Care Policy (2020). Parental consent and plan for each pupil. Two-adult rule where possible.
Toilet areas	Low	Inappropriate behaviour; inadequate supervision	Supervision Policy (2025). Age-appropriate buddy system, corridor monitoring, visibility in design. No one adult is alone with a child.
Curricular provision: SPHE, RSE, Stay Safe	Medium	Non-teaching of same; lack of	Full implementation of SPHE, RSE, Stay Safe. Record of lessons filed.

		awareness among staff	Policies updated annually. Staff refresher training.
LGBT and minority pupils (incl. perceived LGBT)	Low	Bullying or exclusion	Cineáltas 2025; Code of Behaviour (review 2025). Staff awareness of prejudice and inclusive teaching.
Daily arrival and dismissal of pupils (laneway risk)	Medium	Risk of harm before/after school; contact with public	Teacher and SNA supervision at gates. Daily rota for arrival and dismissal. Clear procedures for late collection.
Managing challenging behaviour amongst pupils	High	Injury to pupils or staff	Code of Behaviour (review 2025). Cineáltas (2025). Health & Safety Policy (2018). Staff training on de-escalation and restraint (where required).
Sports coaches / visiting instructors	Medium	Harm to pupils by external adults	Visitor & External Personnel Policy (2018). Garda vetting verified. Class teacher always present. Lesson plan shared. Sign-in/out log kept.
Students on work experience / student teachers	Low	Harm by student or to student	Work Experience Policy/ Student Teacher Policy (2018). Vetting confirmed. Induction on safeguarding. Supervised at all times.
Recreation breaks / playground supervision	High	Bullying, physical injury, inadequate supervision, harm to pupils with SEN	Supervision Policy (2025). Cineáltas (2025). SEN Policy (2024). Health & Safety Policy (2018). Clear supervision zones and ratios.
Classroom teaching	Low	Bullying, inadequate supervision, harm to SEN pupils	Code of Behaviour (2025), Cineáltas (2025), SEN, and Supervision (2025) Policies. Classroom management procedures and open-door ethos.
Homework Club / School Completion / Summer Camp	Medium	Bullying, inadequate supervision, harm to SEN pupils	Supervision Policy (2025). Cineáltas (2025). SEN Policy (2024). Health & Safety Policy (2018). Garda vetting of external personnel. Staff supervision log.

Breakfast Club	Low	Harm by other children or external staff	Garda vetting of external staff. Class teacher present. Register and attendance log maintained.
School outings / field trips / tours / Summer Camp trips	High	Traffic accidents, injury, bullying, contact with public, inadequate supervision	Supervision Policy (2025), School Outings Policy (2018). Parental consent. Adequate ratios. Risk assessments per trip. Accredited transport/venue providers.
Swimming / changing areas	Medium	Inappropriate contact, inadequate supervision	Swimming & Changing Policy (2018). Gender-appropriate supervision. Two-adult rule where possible. Venue safeguarding statements on file.
Annual Sports Day	Medium	Injury, bullying, sunburn, inadequate supervision	Garda vetting for volunteers. Structured timetable. Parental guidance on attire/sunscreen. Health & Safety Policy (2018).
Fundraising events involving pupils	Low	Inadequate supervision	Limited to on-site events. Supervision and vetting of helpers. Parental consent.
Use of off-site facilities for school activities	Medium	Injury, bullying, contact with public	Supervision Policy (2025). School Outing Policy (2018). Accredited transport/venue providers. Risk assessments filed.
Managing challenging behaviour incl. restraint	Low	Harm to pupil or staff	Code of Behaviour, Physical Intervention Policy (2019), Health & Safety (2018), First Aid Policy (2018). De-escalation training.
Administration of Medicine / First Aid	Low	Harm during care, misuse of medication	Administration of Medicine Policy (2018). First Aid Policy (2018). Training for designated staff. Parental consent. Records logged.
Prevention and dealing with bullying	High	Harm due to bullying (incl. racist, homophobic, online)	Cineáltas (2025). SPHE/Stay Safe/Walk Tall programmes. Student surveys. Restorative Practice. Regular parent communication.

Use of external personnel to supplement curriculum	Low	Harm from one child to another; harm from external adult	Garda vetting of all external personnel. Class teacher present. Service agreement includes safeguarding.
Care of pupils with specific vulnerabilities	Medium	Harm by peers or staff; exclusion	Cineáltas (2025). Staff awareness training on prejudice and inclusion. SEN Policy (2024). Equality and Diversity training.
Use of school premises by other organisations (during/after school)	Medium	Harm to children by external personnel	Written confirmation of Garda vetting and safeguarding statement from hirer. Use agreement outlines responsibilities. Access controlled. Liaison person designated.
Use of Information & Communication Technology by pupils	High	Cyberbullying, exposure to harmful content, data misuse	Acceptable Use and Mobile Phone Policy (2025). Code of Behaviour (2015). Supervision Policy (2025). Web filtering. Whole Class Digital safety lessons. Parent sessions.
Use of messaging apps / social media	High	Cyberbullying, non-consensual sharing, impersonation	Acceptable Use and Mobile Phone Policy (2025). Explicit guidance for class/parent groups. No staff in student messaging groups. Reporting routes and sanctions. Record-keeping.
Livestreaming / recording school events	Medium	Unauthorised image capture or sharing	Event-specific risk assessment. Consent obtained. Restricted links. Signage. Staff moderation. No filming in private areas.
Online platforms / remote learning tools (e.g. SeeSaw, ClassDojo, Aladdin)	Medium	Inappropriate contact, data breach	DPA-compliant use. Limited messaging. Parental consent. Audit trails. Regular review of permissions.
Attendance and punctuality monitoring	Medium	Non-attendance masking neglect/harm	Attendance Policy (New). Daily roll monitoring. Early intervention. Escalation via Tusla EWS where thresholds met. Records maintained.

Data protection, records, and CCTV	Medium	Unauthorised access, loss, or misuse of data/images	Data Protection Policy (2021). Secure storage, encryption, password control. CCTV restricted access. DPIAs for new tech. Staff training on GDPR.
Allegations / complaints / whistleblowing	Medium	Failure to act on concerns or protect whistleblower	Child Protection Procedures (2023). Chapter 7 processes for allegations. Whistleblowing Policy (2019). DLP escalation and secure record-keeping.

- *Risk* refers specifically to “risk of harm” as defined in the *Children First Act 2015* and Chapter 4 of the *Child Protection Procedures for Primary and Post-Primary Schools (Revised 2023)* (to be updated upon adoption of the 2025 Procedures).
- This risk assessment will be **reviewed annually** and formally every **24 months** by the Board of Management or sooner if a material change occurs.
- All policy documents referenced are available from the school office or website and will be reviewed by **December 2025** to ensure compliance with *Cineáltas (2025)* and *Department Child Protection Procedures (2025)*.

Summary of Child Safeguarding Risk Assessment (2025)

(This summary lists activities assessed as High or Medium risk of harm and outlines the control measures in place. It is read in conjunction with the full Child Safeguarding Statement and full Risk Assessment.)

School Activity	Risk of Harm Identified	Procedures and Controls in Place
Training of school personnel	Harm not recognised or reported promptly	All staff trained via Tusla/Oide eLearning. DLP/DDLP complete DLP-specific modules. Regular updates and records kept.
Curricular provision (SPHE, RSE, Stay Safe)	Non-teaching or inconsistent delivery	Programmes implemented in full; lessons recorded; curriculum review annually.
Daily arrival & dismissal (laneway)	Harm before/after school or contact with public	Staff supervision at gates; rota for arrival/dismissal; clear procedures for late collection.

Managing challenging behaviour	Injury to pupils or staff	Code of Behaviour, Cineáltas (2025), and Physical Intervention policy (2018). Staff training on de-escalation.
Sports coaches / visiting instructors	Harm to pupils by external personnel	Garda vetting verified; class teacher always present; sign-in/out log; children safeguarding statement provided.
Recreation breaks / playground	Bullying, inadequate supervision, harm to SEN pupils	Supervision Policy (2025); anti-bullying and SEN supports; defined supervision zones and ratios. Cineáltas (2025)
Homework club / after-school / summer camp	Bullying or harm due to poor supervision	Garda-vetted staff; supervision policy; code of behaviour; SEN supports in place.
School outings / off-site activities	Injury, bullying, inadequate supervision, public contact	Trip risk assessments; parental consent; adequate ratios; vetted transport/venues.
Swimming / changing areas	Inappropriate contact, inadequate supervision	Swimming & Changing Policy (2018); gender-appropriate supervision; venue safeguarding statement on file.
Annual Sports Day / events	Injury, bullying, sunburn	Supervised timetable; vetted volunteers; parental reminders for attire/sunscreen.
Use of ICT / online platforms	Cyberbullying, exposure to harmful content, data misuse	Acceptable Use Policy (2025); filtering; supervision; parental engagement; GDPR compliance.
Messaging apps / social media	Non-consensual sharing, impersonation, online bullying	Acceptable Use Policy (2025); class/parent group guidance; no staff in student groups; reporting routes and sanctions.
Livestreaming / recording school events	Unauthorised sharing of images	Risk assessment per event; consent forms; restricted access; signage; staff moderation.
Attendance and punctuality	Non-attendance masking neglect/harm	Attendance Policy (new); monitoring and early intervention; Tusla EWS escalation where required.
Use of school premises by other organisations	Harm to children by external adults	Written vetting confirmation and safeguarding statements required; access controlled.

Data protection / CCTV	Unauthorised access or misuse of pupil data/images	Secure storage, encryption, restricted access, staff training on GDPR, CCTV policy.
Bullying (including racist, homophobic, online)	Emotional or physical harm to children	Cineáltas (2025); SPHE/Stay Safe lessons; restorative practices.
Care of pupils with vulnerabilities	Exclusion, harm by peers or staff	Cineáltas (2025), SEN policy (2024), Care Team Meetings, staff awareness training.
Allegations / whistleblowing	Failure to act on concerns	Adherence to DE Chapter 7 procedures; Whistleblowing Policy (2018); DLP escalation and secure record keeping.

Important Note

It should be noted that risk, in the context of this Risk Assessment, refers specifically to the risk of ‘harm’ as defined in the Children First Act 2015, and not to 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) and will be updated upon the school’s adoption of the Department of Education Child Protection Procedures (2025).

In undertaking this Risk Assessment, the Board of Management has endeavoured to identify, as far as possible, the risks of harm relevant to this school and to ensure that adequate procedures are in place to manage and reduce those risks. While it is not possible to foresee and eliminate all risk of harm, the school has implemented the procedures outlined in this Risk Assessment to manage and reduce risk to the greatest possible extent.

This Risk Assessment was completed by the Board of Management in [November, 2025] and will be reviewed as part of the school’s annual review of its Child Safeguarding Statement, or sooner if there is a material change in any matter to which it refers.

Signed:

Date: 18/11/2025

Chairperson, Board of Management

Signed:

Date: 18/11/2025

Principal

