

Child Safeguarding Risk Assessment

Written Assessment of Risk of [Kilkenny College Day and Boarding 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)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023*, the following is the Written Risk Assessment of Kilkenny College Day and Boarding

1. List of school activities

- Daily arrival and dismissal of pupils
- Recreation breaks for pupils
- Classroom teaching
- One-to-one teaching
- One-to-one learning support
- One-to-one counselling
- Outdoor teaching activities
- Residential Female and Male Boarding
- Provision of residential facilities for boarders
- Sporting Activities
- School outings
- School trips involving overnight stay
- School trips involving foreign travel
- Use of toilet/changing/shower areas in schools
- Annual Prize Day/Open Evenings including Parents & Students
- Fundraising events involving pupils
- Use of off-site facilities for school activities.
- School transport arrangements including use of bus escorts.
- Care of children with special educational needs, including intimate care where needed.
- Care of any vulnerable adult students, 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 and RSE
- Prevention and dealing with bullying amongst pupils
- Training of school and boarding 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 Tusla's CPNS (Child Protection Notification System)
 - Children with medical needs

- Recruitment of school personnel including
 - Teachers/SNA's / Boarding Staff
 - 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
 - Visitors/contractors present on campus at any time
- Participation by pupils in religious ceremonies/religious instruction external to the school
- 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.
- Management of mobile phones during the school day
- Students from the school participating in work experience elsewhere
- Students 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
- Fire Drill

1.1 List of boarding facility activities

- Management of children and young people as they live away from home.
- One-to-one mentoring or counselling.
- Care of students with special educational needs
- Induction of new boarders
- Children and young people going to accommodation other than their own home at weekends
- Monitoring at mealtimes
- Use of showers
- Management of mobile phones, photography and recording
- Care of students with medical needs
- Management of prescription medication
- Evening activities and supervision at night
- Evacuation/fire drills outside of school hours
- Managing visits of parents, guardians or agents with boarders
- Monitoring of signing In/signing Out of boarding students
- Escorting and/or transporting of individual boarders

2. The school has identified the following risk of harm in respect of its activities

- 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 inappropriate use of online remote teaching and learning Communication platform such as an uninvited person accessing the lesson link/students being left unsupervised for a long time in break out rooms
- Risk of harm due to bullying of child

- Risk of harm due to racism
- 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 who have particular vulnerabilities including medical.
- Risk of harm to children with SEN who have particular vulnerabilities including medical 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.

2.1 The boarding facility has identified the following risk of harm in respect of its activities

Examples of Risks of Harm

- Risk of harm not being recognised by boarding facility personnel
- Risk of harm not being reported properly and promptly by boarding facility personnel
- Risk of child being harmed in the boarding facility by a member of boarding facility personnel
- Risk of child being harmed in the boarding facility by another child
- Risk of child being harmed in the school/boarding facility by volunteer or visitor to the boarding facility.
- Risk of child being harmed by a member of boarding facility 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 in the boarding facility
- Risk of harm due to racism in the boarding facility
- Risk of harm due to inadequate supervision of children in boarding facility
- 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 device while at school or in the boarding facility.
- Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities.
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one counselling, coaching situation
- Risk of harm caused by member of boarding facility personnel communicating with pupils/students in an 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

3. The school has the following procedures in place to address the risks of harm identified in this assessment.

- All Kilkenny College Day and Boarding personnel are provided with a copy of the school's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools* revised 2023 are made available to all Kilkenny College Day and Boarding personnel
- Kilkenny College Day and Boarding Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2023* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its addendum 2019.
- 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 undertakes Anti-Racism Awareness initiatives.
- The school has a supervision policy to ensure appropriate supervision of children during assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. (S & S)
- The school has in place a policy and clear procedures in respect of school outings.
- 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
- The school has a code of conduct for school personnel (teaching and non-teaching staff)
- The school complies with the agreed disciplinary procedures for teaching staff
- The school has a Special Educational Needs policy
- The school has an intimate care policy/plan in respect of students who require such care
- The school has in place a policy and procedures for the administration of medication to pupils.
- The school –
 - 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
- The school has in place a policy and procedures for the administration of First Aid
- The school has in place a code of behaviour for pupils
- The school has an Acceptable Use Policy in place to include provision of online teaching and learning remotely and has communicated this Policy to parents
- The school has in place an ICT policy in respect of usage of ICT by pupils
- The school has in place a policy governing the use of smart phones and tablet devices in the school by pupils/students as per Circular 38/2018.
- The school has in place a Critical Incident Management Plan
- The school has in place a Home School Liaison policy and related procedures
- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The school has in place a policy and procedures for the use of external sports coaches
- The school has in place a policy and clear procedures for one-to-one teaching activities.

3.1 The boarding facility has the following procedures in place to address the risks of harm identified in this assessment

Examples of Procedures to address risks of harm

- All boarding facility personnel are provided with a copy of the school/boarding facility's *Child Safeguarding Statement*.
- The *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* are made available to all boarding facility personnel.
- Boarding facility personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)
- The boarding facility has adequate supervision in the dormitories after school and overnight.
- The school has an Anti-Bullying Procedures which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*.
- The boarding facility undertakes anti-racism awareness initiatives
- The boarding facility has an outside social areas supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.
- The boarding facility has in place a policy and clear procedures in respect of boarder outings
- The boarding facility has a Health and Safety policy
- The boarding facility adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting
- The boarding facility has a code of conduct for boarding facility personnel (teaching and non-teaching staff)
- The boarding facility complies with the agreed disciplinary procedures for staff
- The boarding facility has an intimate care plan in respect of students who require such care
- The boarding facility has in place a policy and procedures for the administration of medication to pupils/students
- The boarding facility –
 - Has provided each member of the boarding facility staff with a copy of the boarding facility's *Child Safeguarding Statement*
 - Ensures all new staff are provided with a copy of the boarding facility's *Child Safeguarding Statement*
 - Encourages staff to avail of relevant training
 - Encourages board of management/management authority members to avail of relevant training
 - Maintains records of all staff and board member training
- The boarding facility has in place a policy and procedures for the administration of First Aid
- The boarding facility has in place a code of behaviour for pupils/students
- The boarding facility has an Acceptable Use Policy in place, and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tablet devices in the boarding facility by pupils/students as per circular 38/2018
- The boarding facility has in place a Critical Incident Management Plan
- The boarding facility has in place a policy and procedures for the use of external sports coaches
- The boarding facility has procedures in place for the evacuation of buildings if required.
- The boarding facility has in place a policy and procedures for one-to-one counselling.
- The boarding facility has in place procedures in place for students signing in and signing out