



Child Safeguarding Statement

Belvedere College SJ, 6 Great Denmark Street, Dublin 1, D01TK25 01-8586600

Belvedere college SJ 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 Addendum to Children First \(2019\)](#), 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 **Belvedere College SJ** 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
Mr. Gerry Foley, Headmaster (01-8586604) hm@belvederecollege.ie
- 3 The Deputy Designated Liaison Person (Deputy DLP) is
Mr. Paul Bryce Deputy Principal (01-8586662) pbryce@belvederecollege.ie
- 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 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
 - 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 s child safeguarding statement.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015. The school maintains a register of all mandated persons including but not limited to registered teachers
- 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 included with the Child Safeguarding Statement.
- 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.

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, 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.



Child Safeguarding Risk Assessment

Written Assessment of Risk of **Belvedere College S.J.**

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 **Belvedere College S.J.**

1. List of school activities

| <ul style="list-style-type: none"> ❖ 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 maintains a list of all employees who are mandated persons which is available on request, and which includes registered teachers and clergy employed by the College. | | |
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| | Risk identified | Procedure in place to manage identified risk |
| 1 | Daily arrival and dismissal of pupils | <ul style="list-style-type: none"> • The school has yard/playground procedures to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. |
| 2 | Recreation breaks for pupils | <ul style="list-style-type: none"> • The school has a yard/playground procedures to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. |
| 3 | Classroom teaching | <ul style="list-style-type: none"> • The school has a Health and safety policy. |
| 4 | One-to-one teaching | <ul style="list-style-type: none"> • 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 codes of conduct for school personnel |
| 5 | One-to-one counselling, in person or online | <ul style="list-style-type: none"> • The school has in place procedures for one-to-one counselling |
| 6 | Online or remote teaching or co-curricular activities | <ul style="list-style-type: none"> • 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 codes of conduct for school personnel. • The College has an ICT Acceptable Use Policy that deals with Online Learning. |
| 7 | Outdoor teaching activities | <ul style="list-style-type: none"> • The school has in place 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 adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 8 | Sporting Activities | <ul style="list-style-type: none"> • The school has in place 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 adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 9 | School outings | <ul style="list-style-type: none"> • The school has in place a policy and clear procedures in respect of school outings. • The school has attached a safeguarding statement on all consent forms for trips. |
| 10 | School trips involving overnight stay | <ul style="list-style-type: none"> • The school has attached a safeguarding statement on all consent forms for trips. • The school has in place a policy and clear procedures in respect of school outings. |



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| 11 | School trips involving foreign travel | <ul style="list-style-type: none"> The school has in place a policy and clear procedures in respect of school outings. The school has attached a safeguarding statement on all consent forms for trips. |
| 12 | Use of toilet/changing/shower areas in schools | <ul style="list-style-type: none"> The school has yard/playground procedures to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. |
| 13 | Sports Day | <ul style="list-style-type: none"> The school has a codes of conduct for school personnel. The school has in place a policy and procedures for the use of external sports coaches. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 14 | Fundraising events involving pupils | <ul style="list-style-type: none"> The school has in place a policy and clear procedures in respect of school outings. |
| 15 | Use of off-site facilities for school activities | <ul style="list-style-type: none"> The school has in place a policy and clear procedures in respect of school outings. |
| 16 | School transport arrangements including use of bus escorts | <ul style="list-style-type: none"> The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 17 | Care of children with special educational needs, including intimate care where needed | <ul style="list-style-type: none"> The school has a Special Educational Needs policy. The school has an intimate care policy/plan in respect of students who require such care. |
| 18 | Care of any vulnerable adult students, including intimate care where needed | <ul style="list-style-type: none"> The school has an intimate care policy/plan in respect of students who require such care. |
| 19 | Management of challenging behaviour amongst pupils, including appropriate use of restraint where required | <ul style="list-style-type: none"> The school has in place a code of behaviour for pupils . |
| 20 | Administration of Medicine | <ul style="list-style-type: none"> The school has in place a policy and procedures for the administration of First Aid. |
| 21 | Administration of First Aid | <ul style="list-style-type: none"> The school has in place a policy and procedures for the administration of First Aid. |
| 22 | Curricular provision in respect of SPHE, RSE | <ul style="list-style-type: none"> The school implements in full the SPHE/RSE curriculum |
| 23 | Prevention and dealing with bullying amongst pupils | <ul style="list-style-type: none"> 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 |
| 24 | Training of school personnel in child protection matters | <p>The school –</p> <ul style="list-style-type: none"> Has provided each member of school staff with a copy of the school's Child Safeguarding Statement (once completed) Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement – staff induction (once completed) 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 |
| 25 | Use of external personnel to supplement curriculum | <ul style="list-style-type: none"> The school has in place procedures for the use of external persons to supplement delivery of the curriculum. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 26 | Use of external personnel to support sports and other extra-curricular activities | <ul style="list-style-type: none"> The school has in place a procedure for the use of external sports coaches The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 27 | Care of pupils with specific vulnerabilities/ needs such as Recruitment of school personnel including - | <ul style="list-style-type: none"> The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |



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| | <ul style="list-style-type: none"> ❖ 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 | |
| 28 | Participation by pupils in religious ceremonies/religious instruction external to the school | <ul style="list-style-type: none"> • The school has in place a policy and clear procedures in respect of school outings. The school has a health and safety policy. |
| 29 | Use of Information and Communication Technology by pupils in school | <ul style="list-style-type: none"> • The school has in place an ICT policy in respect of usage of ICT by pupils. |
| 30 | Application of sanctions under the school's Code of Behaviour including detention of pupils, confiscation of phones etc. | <ul style="list-style-type: none"> • The school has in place a code of behaviour for pupils. |
| 31 | Students participating in work experience in the school | <ul style="list-style-type: none"> • The school has in place a policy and procedures in respect of students undertaking work experience in the school code of behaviour |
| 32 | Students from the school participating in work experience elsewhere | <ul style="list-style-type: none"> • The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations |
| 33 | Student teachers undertaking training placement in school | <ul style="list-style-type: none"> • 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 procedures in place for student teachers on placement. |
| 34 | Use of video/photography/other media to record school events | <ul style="list-style-type: none"> • The school has in place a code of behaviour for pupils. • The school has in place an ICT policy in respect of usage of ICT by pupils. |
| 35 | After school use of school premises by other organisations | <ul style="list-style-type: none"> • The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 36 | Use of school premises by other organisation during school day | <ul style="list-style-type: none"> • The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. |
| 37 | Homework Club/Evening Study | <ul style="list-style-type: none"> • The school has in place a code of behaviour for pupils and procedures for afterschool activities • The school has a code of conduct for school personnel. |

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

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| 1 | Risk of harm not being recognised by school personnel | <p>The school –</p> <ul style="list-style-type: none"> • Has provided each member of school staff with a copy of the school's Child Safeguarding Statement (once completed) • Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement – staff induction (once completed) • 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 |
| 2 | Risk of harm not being reported properly and promptly by school personnel | <p>The school –</p> <ul style="list-style-type: none"> • Has provided each member of school staff with a copy of the school's Child Safeguarding Statement (once completed) |



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| | | <ul style="list-style-type: none"> • Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement – staff induction (once completed) • 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 |
| 3 | Risk of child being harmed in the school by a member of school personnel | <ul style="list-style-type: none"> • The school has yard/playground supervision procedures 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 adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting |
| 4 | Risk of child being harmed in the school by another child | <ul style="list-style-type: none"> • The school has a yard/playground supervision procedures 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 adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting |
| 5 | Risk of child being harmed in the school by volunteer or visitor to the school | <ul style="list-style-type: none"> • The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting |
| 6 | 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 or online teaching | <ul style="list-style-type: none"> • The school has in place procedures for the use of external persons to supplement delivery of the curriculum • The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting |
| 6 | 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 long periods of time in breakout rooms | <ul style="list-style-type: none"> • The school has in place an <u>ICT policy</u> in respect of usage of ICT by pupils • The school has in place a <u>code of behaviour</u> for pupils that addresses the usage of mobile phones by pupils . |
| 7 | Risk of harm due to bullying of child or racism. | <ul style="list-style-type: none"> • 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 has in place an ICT policy in respect of usage of ICT by pupils and by staff |
| 8 | Risk of harm due to inadequate supervision of children in school | <ul style="list-style-type: none"> • The school has yard/playground procedures to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. |
| 9 | Risk of harm due to inadequate supervision of children while attending out of school activities | <ul style="list-style-type: none"> • The school has in place a policy and clear procedures in respect of school outings. • The school attaches a safeguarding statement on all consent forms for trips. |
| 10 | Risk of harm due to inappropriate relationship/communications between child and another child or adult | <ul style="list-style-type: none"> • The school has a codes of conduct for school personnel • The school has in place an ICT policy in respect of usage of ICT by pupils |
| 11 | Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school | <ul style="list-style-type: none"> • The school has in place an ICT policy in respect of usage of ICT by pupils • The school has in place a <u>code of behaviour</u> for pupils that addresses the usage of mobile phones by pupils . |



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| 12 | Risk of harm to children with SEN who have particular vulnerabilities | <ul style="list-style-type: none"> The school has a Special Educational Needs policy |
| 13 | Risk of harm to child while a child is receiving intimate care | <ul style="list-style-type: none"> The school has an intimate care policy/plan in respect of students who require such care |
| 14 | Risk of harm due to inadequate code of behaviour | <ul style="list-style-type: none"> The school has in place a code of behaviour for pupils |
| 15 | Risk of harm in one-to-one teaching, counselling, coaching situation | <ul style="list-style-type: none"> The school has in place clear procedures for one-to-one teaching activities The school has in place procedures for one-to-one counselling 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 codes of conduct for school personnel The school has in place an ICT policy in respect of usage of ICT by pupils and by staff |
| 16 | Risk of harm caused by member of school personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner | <ul style="list-style-type: none"> The school has a codes of conduct for school personnel The school has in place an ICT policy in respect of usage of ICT by pupils and by staff |
| 17 | Risk of harm caused by member of school personnel accessing/circulating inappropriate material via, online educational platforms, social media, texting, digital device or other manner | <ul style="list-style-type: none"> The school has a code of conduct for school personnel. The school has in place an ICT policy in respect of usage of ICT by pupils and by staff |

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

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| <p>The school maintains a list of all employees who are mandated persons which is available on request, and which includes registered teachers and clergy employed by the College.</p> <ol style="list-style-type: none"> All school personnel are provided with a copy of the school's <i>Child Safeguarding Statement</i>. The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel. School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and its Addendum (2019). The school implements in full the SPHE curriculum. The school implements in full the Wellbeing Programme at Junior Cycle and similar programmes at Senior Cycle. The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i>. The school undertakes anti-racism/bullying awareness initiatives. The school has yard/playground supervision procedure 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 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 codes of conduct for school personnel. 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 – |
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- a. Has provided each member of school staff with a copy of the school's Child Safeguarding Statement
 - b. Ensures all new staff members are provided with a copy of the school's Child Safeguarding Statement
 - c. Encourages staff to avail of relevant training
 - d. Encourages Board of Management members to avail of relevant training
 - e. Maintains records of all staff and board member training
18. The school has in place a policy and procedures for the administration of First Aid.
 19. The school has in place a code of behaviour for pupils.
 20. The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents.
 21. The school has in place a Critical Incident Management Plan.
 22. The school has in place procedures for the use of external persons to supplement delivery of the curriculum.
 23. The school has in place procedures for the use of external sports coaches.
 24. The school has in place clear procedures for one-to-one teaching activities.
 25. The school has in place a procedures for one-to-one counselling.
 26. The school has in place procedures in respect of student teacher placements.
 27. The school has in place a policy and procedures in respect of students undertaking work experience in the school.
 28. The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations.
 29. Staff members receive annual training regarding not communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner.
 30. Staff members annually do the Tusla Refresher Training course.
 31. Staff use of school communications' platforms is monitored and discoverable.
 32. Staff are aware that the inappropriate use of social media and digital communications platforms is subject to the agreed disciplinary procedures for teaching and non-teaching staff.

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 Child Safeguarding Statement was adopted by the Board of Management on **7th February 2022**

This Child Safeguarding Statement was reviewed by the Board of Management on **7th February 2022**

Chairperson, Board of Management

Principal/Secretary to the Board of Management

Date: **7th February 2022**

Date: **7th February 2022**

**The Designated Liaison Person (DLP) is
Contact Person: Gerry Foley Headmaster**

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