CSS 2

ST. OLIVER'S PRIMARY SCHOOL

# Review of the Child Safeguarding Statement and Risk Assessment

The *Child Protection Procedures for Schools 2025* require that the board of management must undertake a review of its Child Safeguarding Statement and Risk Assessment. The following template must be used for this purpose. The review must be completed every calendar year or as soon as practicable after there has been a material change in any matter to which the Child Safeguarding Statement refers. Undertaking an annual review will ensure that a school also meets its statutory obligation under section 11(8) of the Children First Act 2015, to review its Child Safeguarding Statement and Risk Assessment every two years.

As part of the overall review process, boards of management should also assess relevant school policies, procedures, practices and activities and their adherence to the principles of best practice in child protection and welfare as set out in the school's Child Safeguarding Statement, the Children First Act 2015 and *Children First National Guidance 2017, the*
*Addendum to Children First (2019)* and *2025, Children First National Guidance 2017, the Addendum to Children First (2019)* and *(2025), and the Child Protection Procedures for Schools 2025.*

**Designated Liaison Person** is Mr. Colm Ó Súilleabháin

Date Appointed:

**Relevant Person**
*(In schools this is the DLP)*

Name: Mr. Colm Ó Súilleabháin

Contact details: 087 6290649

Date Appointed: October 2021

**Deputy Designated Liaison Person** is Ms. Sandra Chute

Date Appointed: October 2021

Contact details for Tusla Contact Name:

Child/Family Agency

Address:

Unit 7/8 Block 1 Reeks Gateway, Cleeny Roundabout, Killarney Co. Kerry. V93 CTX9

Contact Number:

0646678065

Contact details for An Garda Síochána Contact Name:

Sgt. Dermot O'Connell

Address:

Killarney Garda Station, Killarney Co. Kerry

Contact Number:

06466 71160

Checklist for review of the Child Safeguarding Statement

1. When did the board first formally adopt a Child Safeguarding Statement and Risk Assessment in accordance with the *Child Protection Procedures for Schools 2025*? For most schools this will be March 2018, as outlined in Section 9.9 of the procedures. Date first Child Safeguarding Statement and Risk Assessment adopted by the school:

March 2018.

2(a) Where is the Child Safeguarding Statement and Risk Assessment displayed in the school? For example, in a prominent place near the main entrance to the school.

**At the Main Entrance to the School**

(b) Is there a student-friendly version, with a photograph of the Designated Liaison Person, displayed beside the Child Safeguarding Statement and Risk Assessment?

Yes

(c) Other than displaying in a prominent place near the main entrance to the school, how have students been made aware of the student-friendly version?

**It is on display in each Classroom and office in the school and on school website**

3. Has the board used the most recent *Child Safeguarding Statement and Risk Assessment Template* and formally adopted, without modification, the *Child Protection Procedures for Schools 2025*?

Yes

What is the date of the previous review of the Child Safeguarding Statement and Risk Assessment?

Date: 07/11/2024

4. Has the Board included a written assessment of risk as required under the Children First Act 2015? (This includes considering the specific issue of online safety as required by the *Addendum to Children First (2019)*?

   Yes

5. Is there a written protocol in place authorising immediate action for cases which require an employee to be immediately absented from school for child safeguarding reasons in line with Appendix C of the *Child Protection Procedures for Schools 2025*?

   Yes

6. Has the Board reviewed and updated the written assessment of risk as part of this overall review (for example, to include shower facilities, changing rooms, swimming, online engagements to facilitate learning). Boards should refer to the Child Safeguarding Statement and Risk Assessment Template for examples.

   Yes

   Date of this review: 22/10/26.

7. How has the Board ensured that the Child Safeguarding Statement and Risk Assessment is provided to the patron, the parents' association and all parents of children in the school? Give dates of emails/letters/texts/links provided.
   - The Board Reviewed the Child Safeguarding Statement and Risk Assessment on ..... 22/10/26
   - E-mail sent to Parents Association on
   - All parents notified through Aladdin on
   - Informed the Patron on
   - Notified all School Personnel on

8. How has the Board sought the feedback of parents, students and school personnel (teaching and non-teaching) on the Child Safeguarding Statement and Risk Assessment? Has the school engaged with each of the above through, for example, a meeting or survey. The support documents CSS 5, CSS 6 and CSS 7 can be used to support this engagement. Details of how feedback was sought should be outlined below.

   (a) Parents

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| Draft Risk Assessment and Child Safeguarding Statement shared on Aladdin on ;<br>Feedback and Suggestions were sought |

(b) Students

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| Classroom discussions with students and student council on Child Safeguarding Statement and Risk Assessment. All students encouraged to have a voice and participate in the process |

(c) School Personnel

Draft Risk Assessment and Child Safeguarding Statement shared on Aladdin on Feedback and suggestions were sought.

9. Outline any aspects of the school's Child Safeguarding Statement and Risk Assessment and/or its implementation that require further improvement, including any complaints or suggestions for improvements, which the Board has identified:

Not Applicable

10. Outline details of how areas for improvement have been adequately addressed including whether an action plan with appropriate timelines has been put in place:

Not Applicable

11. Has the template for *Notification regarding the board of management's review of the Child Safeguarding Statement and Risk Assessment* been used to inform the school community and relevant parties that they have fulfilled their statutory obligation to annually review the school's Child Safeguarding Statement and Risk Assessment?

Yes

**Training**

12. Give details of when the DLP and DDLP most recently attended child protection training for DLP/DDLPs:

DLP - Mr. Colm Ó Súilleabhain - 16th of September 2025 at Tralee Education Center

DDLP: Ms. Sandra Chute – 16th September 2025 at Tralee Education Centre.

13. Give details of child protection training attended by any members of the Board and dates attended:

Ciaran Ó Muircheartaigh – BOM 18/11/2025

14. How has the Board ensured that all school personnel (including new school personnel, temporary staff and substitutes) have been made aware of their responsibilities under the *Child Protection Procedures for Schools 2025* and the Children First Act 2015? For example, completing e-learning or other training, use of department's supports for school personnel when reviewing the Child Safeguarding Statement and Risk Assessment, induction/mentoring system for new personnel, or other measures. How are records of the training completed maintained by the school?

- All temporary staff and substitutes included in Child Protection training on 18/11/2025
- Droichead mentoring programme in school
- All school personnel will have a copy of the Child Safeguarding Statement and Risk Assessement
- Child Safeguarding Statement and Risk Assessment displayed in all classrooms
- Record of training completed by School Personnel maintained in the Child Protection File in the school office

## Child Protection Oversight Report (CPOR)

15. Has the Board received a Principal's Child Protection Oversight Report (CPOR) at every ordinary meeting of the Board held since the last review of the Child Safeguarding Statement was undertaken which contains all the information required under each of the four headings set out in Section 12.3 of the *Child Protection Procedures for Schools 2025*?

    Yes

16. **Since the Board's last review of the Child Safeguarding Statement, if there have been cases presented for oversight as part of the CPOR, has the Board been provided with and reviewed all records relevant to the CPOR?**

    **N/A**

17. **Have these cases been anonymised and redacted as necessary? N/A**

18. **Since the Board's last review Child Safeguarding Statement, if there have been cases presented for oversight as part of the CPOR, do the minutes of the board meeting: (a) specify the anonymised documents provided to the board as part of the CPOR**

    **N/A**

    **(b) use unique codes to record child protection matters?**

    **N/A**

19. The board has undertaken the review of the Child Safeguarding Statement and Risk Assessment and has issued/published notification confirming same.

    Yes

Reporting

20. Where are all records relating to child protection filed and stored in a secure manner? For example, stored securely in the principal's office in such as manner as only the DLP and DDLP and the chairperson when acting as DLP will have access to these records.

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| All records are stored securely in the Principal's Office and only the DLP and DDLP have access to these records. |

21. How does the Board ensure that child protection procedures in relation to reporting to Tusla/An Garda Síochána are followed in full? The Board should indicate that the DLP follows the procedures outlined in the *Child Protection Procedures for Schools 2025* for reporting of all child protection concerns.

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| The Board ensures that the DLP follows the procedures outlined in the Child Protection Procedures for Schools 2025 for reporting of all child protection concerns. |

Curriculum

22. The Board should outline the steps it has taken to ensure that the SPHE, RSE, and Wellbeing curriculum is appropriately planned for and delivered to the children and young people in the school.

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| Aspects of all three strands (SPHE, RSE, Wellbeing) are covered each year. |
| The Stay Safe programme is taught in its entirety |
| The School plan outlines provision for RSE across each of the different class levels |
| The date of the most recent policy review or curricular implementation is noted |

23. The Board should indicate how it is satisfied that:

(a) the statutory requirements for Garda Vetting are met.

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| The Board refers to the schools' recruitment procedures about how references of all school personnel are checked and how vetting outcomes are managed before appointment or work in the school is undertaken. |
| Joint agreements are used for the visiting coaches or for school placement students |
| The school is part of a teacher sharing arrangement and is vetted for both schools |

(b) the department's requirements in relation to the provision of a child protection related statutory declaration and associated form of undertaking are met.

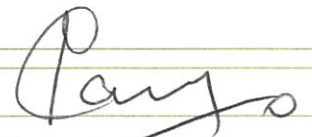
| |
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| Documentary evidence presented before any new employee/substitute teacher commences |
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(c) thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers).

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| All staffing recruitment and selection procedures are followed and approved by The School Patron and St. Sennan's Office. |
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## Statement by the Board

The Board should make an overall statement as to its satisfaction that the Child Safeguarding Statement and Risk Assessment and child protection procedures are being fully and adequately implemented by the school.

Signed:*  Date: 22/10/26.

*Chairperson of the board of management*

* Document to be printed and signed with original signatures