Larkin Community College
Coláiste Pobail Lorcáin

Larkin Community College Child Safeguarding Risk Assessment

In accordance with section 11 of the Children First Act 2015 and the requirements of chapter 8 of the Child Protection Procedures for Primary and Post Primary School's (revised 2023), the following is the Written Risk Assessment of Larkin Community College.

1. List of school activities

Curricular provision in respect of SPHE, RSE.

1) Recruitment of school personnel including:
   - Teachers/ SNA's
   - Porter's/ General Operatives/ Administration Staff
   - Sports Coaches
   - External tutors/ Guest speakers.
   - Volunteers/ Parents in school activities
   - Visitors/ contractors present in school during school hours
   - Visitors/ contractors present after school activities
   - Training for school personnel in child protection matters
   - Student teachers undertaking training placement in school
2) Management of challenging behaviour amongst pupils.
3) Prevention and dealing with bullying amongst pupils
4) Classroom teaching
5) Daily arrival and dismissal of Pupils
6) Recreation breaks for Pupils
7) Administration of Medicine
8) Administration of First Aid
9) One-to-one teaching
10) One-to-one counselling
11) Care of pupils with specific vulnerabilities/ needs such as:
   - Pupils from ethnic minorities/migrants
   - Members of the travelling community
   - Lesbian, gay, bisexual or transgender (LGBT) children
   - Pupils perceived to be LGBT
   - Pupils of minority religious faiths
   - Children in care
   - Children on CPNS
12) Care of children with special educational needs, including intimate care where neeeded
13) Sporting Activities
14) Annual Sports Day
15) School outings
16) School trips involving overnight stay
17) School trips involving foreign travel
18) Use of off-site facilities for school activities
19) Use of toilet/changing/shower areas in the college
20) Fundrasing events involving pupils
21) School transport arrangements
22) Students participating in work experience in the school
23) Students from the school participating in work experience elsewhere
24) Use of external personnel to supplement the curriculum
25) Use of external personnel to support sports and other extra-curricular activities
26) Use of information and communication technology by pupils in school
27) Application of sanctions under the school's code of behaviour including detention of pupils, confiscation of phone etc.
28) Use of video/photography/other media to record school events
29) After school use of school premsies by other organisations
30) Use of school premsises by other organisations during the school day
31) Participation by pupils in religious ceremonies
32) Breakfast/ Break and Lunch provision
33) Homework/ Evening study

Areas where Policies and Procedures exist			
Procedural areas which address Risks of Harm to Children:	**Risks**	**How it is addressed ?**	**How is this evidenced in Larkin Community College ?**
COVID19	**HIGH RISK – ILLNESS**	School Covid19 Response Plan in place in line with Department of Education and Skills guidance and the Return to Work Safely Protocol and public health advice being followed. CDETB Protocols and guidelines also being followed.	Follow public health guidance from HSE re.hygiene and respiratory etiquette and physical distancing. All staff given copy of and induction in the School COVID-19 Policy Statement and School COVID-19 Response Plan. Return to Work Forms to be submitted to Principal. The relevant Online Induction Training programme(s) provided Government to be completed by all staff before return to work Contact Tracing log in place When staff return to work on 27/08/21 Principal and Deputy Principal will explain How to deal with a suspected case and in conjunction with CIMT and LWRs explain COVID19 School Response Plan. Each year group of students will be given induction programme on the protocols, practicses and changes to the school in order to prevent COVID-19 and to minimize its spread if enters school. Parents/Guardians regularly updated.

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 – ○ 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	Staff don't know what the risks are and how they are being addressed in the organisation They don't know what their obligations are in terms of reporting reporting	All the staff are informed by receiving copies of both the Child Safeguarding Statement and the Child Protection Procedures for Primary and Post Primary Schools As Above Requirements are clear within the organisation to ensure children are being kept safe All staff to complete 2 e-learning programmes (1) TUSLA Children First elearning programme and (2) PDST Child Protection Procedures elearning programme DLP & DDLP complete PDST training	Evidenced by Teachers signing online declaration to state that they have received Safeguarding Statement, Child Safegurding Risk Assessment, Child Protection Procedures and that they understand they are required to adhere to the procedures – online FORM (office365) Evidenced by Teachers signing online declaration to state that they have completed the 2 elearning programmes and that they understand they are required to adhere to the procedures – online FORM (office365). A certificate of completion can be submitted by staff member to evidence completion of TUSLA elearning programme.
The school implements in full[1] the: ○ Stay Safe Programme ○ SPHE curriculum ○ Wellbeing Programme at Junior Cycle	Students are not fully informed in terms of protecting themselves and their mental health	Students completing the programmes in line with Dept. of Education Requirements. Wellbeing section on School Website which is regularly updated with information regarding supports available for students and parents/guardians.	Teacher Time tables reflect the programmes are in delivery in the school in accordance with DES requirements
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	School falls short of ensuring it meets its obligation in relation to providing a safe environment Students are not informed of their duties in relation to ensuring they support a safe environment by avoiding damaging behaviours and promoting positive ones.	Copy available on college website Staff training on implementing. Copy of Anti-bullying procedures given to all staff. Promotional events with student population	Copy available on college website Record of training and refresher training for teachers/staff?

[1]'In full' has different meanings at different points depending on the relevant DES Circulars governing the relevant programmes and what phase they are in terms of required implementation.

The school has a Health and safety policy.	Risks are not identified and or measures are insufficient or there is a failure in implementing measures	Policy available and Safety Statement made available to all staff Staff and Students are aware of their duties in relation to H&S H&S statement is reviewed and also updated in response to near miss Covid-19 School Response Plan made available to all staff, students and parents/guardians.	Copy available Training recorded Reviews are recorded with updates made Safety Officer Appointed Covid-19 School Response Plan made available to all staff, students and parents/guardians.
Procedural areas which address Risks of Harm to Children:	**Risks**	**How it is addressed ?**	**How is this evidenced in Larkin Community College ?**
The school complies with the agreed disciplinary procedures for teaching staff		Nationally agreed procedures within ETB Teaching Council fitness to practice process	Procedures made available to staff.
The school has a codes of conduct for school personnel (teaching and non-teaching staff)			Staff Handbook Teaching Council Code of Conduct Implied into Staff contracts which are issued by CDETB
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		Training is provided	Records are kept of training
The school has in place a Code of Behaviour for learners	Students do not understand expectations of them and their responsibilities to fellow students	Code of Behaviour made available – updated for 20/21 to due to Covid-19 and remote learning. Procedures which underpin this in relation to breaches (devised at local level) *See COVID19 LCC Response Plan	Copy available to staff and students, parents/guardians if requested and available on school website.
The school has a Critical Incident Management Plan in place	Unexpected critical incident occurs and the school is unable to respond adequately to protect students and staff *See COVID19 LCC Response Plan	Critical Incident Management Plan Covid-19 School Response Plan made available to all staff and to students and parents/guardians on request. Relevant aspects of plan summarised and shared on website for	Plan in place in school available for inspection Provision of training is recorded Covid-19 School Response Plan made available to all staff and to students and

		parents/guardians and school community. Training received in relation to it including for new staff Refreshers for existing staff	parents/guardians on request. Relevant aspects of plan summarised and shared on website for parents/guardians and school community.
The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting	Risk of unsuitable persons coming in contact with children through their appointment by CDETB	Teaching Council registration requirement for teaching staff requires Garda Vetting – teachers cannot be paid out of public monies unless registered with TC CDETB HR policy and procedure - all appointments are subject to personnel meeting Garda vetting requirements.	CDETB Recruitment and Selection procedures and supporting documentation (located HO Ballsbridge)

Procedures of general applicability to students while in School:

Procedural areas which address Risks of Harm to Children:	Risks	How it is addressed ?	How is this evidenced in Larkin Community College ?
The school has a yard/playground 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.	Children are inadequately supervised in yard, during breaks and in respect of the use of toilets and changing areas and as a result are at risk of harm. See COVID19 School Response Plan	Policy and procedures for supervision for when children are in the school but are not in the classroom environment being supervised by a teacher, to ensure they are safe while being in the school but not in class with a teacher. Covid-19 School Response Plan made available to all staff and to students and parents/guardians on request. Relevant aspects of plan summarised and shared on website for parents/guardians and school community.	Needs to be documented *Covid-19 School Response Plan made available to all staff and to students and parents/guardians on request. Relevant aspects of plan summarised and shared on website for parents/guardians and school community.
The school has in place a policy and procedures for the administration of First Aid	Failure to administer the correct First Aid appropriately and when needed in a timely fashion, the child's health is impacted negatively or fatally!	Policies and procedure for when First Aid should be administered, how and by whom. Covid-19 School Response Plan made available to all staff and to students and parents/guardians on request. Relevant aspects of plan summarised and shared on website for parents/guardians and school community.	Policy adopted by the BOM on the 12/05/25 Needs to be documented
The school has in place a policy and clear procedures for one-to-one teaching activities	One-on-one environment is used inappropriately to	One on One environment is only used when appropriate to the needs of the student and in accordance with best practice	Policy adopted by the BOM on the 12/05/25

The school has in place a policy and procedures for one-to-one counselling	detriment of staff member or student Covid-19 School Response Plan made available to all staff and to students and parents/guardians on request. Relevant aspects of plan summarised and shared on website for parents/guardians and school community.	guidelines to ensure safety of both staff member and student	
The school has in place a policy and procedures for the administration of medication to pupils	Is there a risk here?	Not special needs medication which is required on a continual basis (not SNA administration). secondary school going children should be in a position to self-administer in accordance with parents instructions?	
Children with Special/Additional Needs (Qualify for SNAs) – Specific area of application. How we ensure Children are protected when their Special/Additional Needs are being met?			
Procedural areas which address Risks of Harm to Children:	**Risks**	**How it is addressed ?**	**How is this evidenced in Larkin Community College ?**
The school has an intimate care policy/plan in respect of students who require such care	Children are brought to the bathroom where they need help by appropriate personnel * *Covid-19 School Response Plan made available to all staff and to students and parents/guardians on request. Relevant aspects of plan summarised and shared on website for parents/guardians and school community.	Policy and Procedure in relation to Special needs assistants	Needs to be documented
The school has in place a policy and procedures for the administration of medication to pupils	Risk of medications that are needed by children who cannot self-administer for different reasons. Medication could not be left with child unsupervised. Child doesn't get medication he/she requires when they require it due to being in school.	Policy and procedure for administering necessary medication for children with special/additional needs. Not addressing normal medication for routine illnesses. Record of any necessary training SNAs should be in receipt of	
The school has a Special Educational Needs policy	Yes		
Taking Children off-site or facilitating off-site activities as part of programmes of education – how do we ensure they are appropriately protected in this regard			

Procedural areas which address Risks of Harm to Children:	Risks	How it is addressed ?	How is this evidenced in Larkin Community College ?
The school has in place a policy and clear procedures in respect of school outings	Risks associated with being off site, doing activities without adequate supervision or safety equipment as applicable. ***Covid-19 School Response Plan**	Health and Safety Plan and external persons involved are not having unsupervised access to children. Procedures for planning school outings and while on school outings re: supervision ***Covid-19 School Response Plan**	**Policy adopted by the BOM on the 23/06/26** Needs to be documented
The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organisations	TY & LCA – risk of children being exposed to harm due to partaking in work experience to meet curriculum requirements. Un-vetted persons having access to them and in positions of power. Pupils not getting work experience due to child protection requirements of other organisations with regard to vetting ***Covid-19 School Response Plan**	Procedures for sourcing, or guidelines for parents helping children source work placements. Procedures and guidelines for organisations receiving students on work placement. Permissions and knowledge of parents regarding students taking up work placements. ***Covid-19 School Response Plan**	Needs to be documented. . ***Covid-19 School Response Plan**
The school has in place a Home School Liaison policy and related procedures	Risk of inappropriate persons having one on one access to children with no supervision.	Ensuring Liaison staff are appropriately vetted and not providing a service on a one-to-one basis	School Completion Policy needs to brought in here also. Who do they report to? How does CDETB have oversight of this service?
Children Using ICT and Mobile Phone Policy – how do we ensure they are protected in this regard			
Procedural areas which address Risks of Harm to Children:	**Risks**	**How it is addressed ?**	**How is this evidenced in Larkin Community College ?**
The school has in place an ICT policy in respect of usage of ICT by pupils. ***Covid-19 School Response Plan and Digital Learning Plan, Acceptable Use Policy**	Children are allowed access to online platforms with no supervision which puts them at risk of having access to inappropriate content, sites which facilitate predatory behaviour, and children engage in inappropriate behaviour in relation to their peers online while at school. ***Covid-19 School Response Plan and Digital Learning Plan, Acceptable Use Policy**	Policy and Procedure for using students using ICT in school and how to promote responsible and appropriate behaviour and how to stay safe. Programmes to build awareness. Training for staff / Students/ Parenst/Guardians ***Covid-19 School Response Plan and Digital Learning Plan, Acceptable Use Policy**	**Internet Usage Policy adopted by the BOM on the 12/05/25** **Bi Cinealta Policy adopted by the BOM on the 15/05/25 and reviewed on the 23/0-6/26** Gardai have advised previously that cyber bullying outside of school did not come within jurisdiction of the school unless it started manifesting itself in the school environment. ***Covid-19 School Response Plan and Digital Learning Plan, Acceptable Use Policy**

The school has in place a mobile phone policy in respect of usage of mobile phones by pupils ***Covid-19 School Response Plan and Digital Learning Plan, Acceptable Use Policy**		Penalties for inappropriate conduct (connected to code of conduct and anti-bullying) Policy and Procedure for dealing with mobile phones and their use e.g. restrictions, penalties etc.	

Bringing Non-CDETB Staff into school with access to Children.
How do we ensure children are safe with persons brought into the school for particular activities – including necessary on Garda vetting requirements where applicable?

Procedural areas which address Risks of Harm to Children:	Risks	How it is addressed ?	How is this evidenced in Larkin Community College ?
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 procedures in respect of students undertaking work experience in the school The school has in place a policy and procedures in respect of student teacher placements	Risk of inappropriate persons having access to children in an unsupervised fashion and causing harm. ***Covid-19 School Response Plan**	Policy and Procedures for bringing in external persons for certain activities ***Covid-19 School Response Plan**	Needs to be documented to deal with occasional guest speakers to more regular facilitators Spectrum of visitors and different nature of visitors/guests. ***Covid-19 School Response Plan**

Reporting Requirements of Secretary to Boards of Management of Schools	**Templates on how to make reports in the different scenarios required**	**Templates and Guidelines provided for reporting to BOM**
Reporting Requirements of Boards of Management (CDETB Sub-Committees) to CDETB Board **How should reporting in relation to adherence to Child Safeguarding Statement recommended/approved by Sub Committee be communicated to CDETB Board for final approval**	**Template**	**Templates and Guidelines provided for reporting to BOM** **In Minutes of BOM?**

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 risk assessment has been completed by the Board of Management on **14th May 2024.** It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed _____ Date 23/06/26

Michael O'Riordan

Chairperson, Board of Management

Signed _____ Date 23/06/26

Mr. Thomas Usher

Principal/Secretary to the Board of Management