



Child Safeguarding Statement and Risk Assessment

Child Safeguarding Statement

Naas Youthreach is a centre of education providing the Youthreach Education Programme through QQI level 3 and Level 4 to learners aged 15-21.

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 Centres 2017 and Tusla Guidance on the preparation of Child Safeguarding Statements, has agreed the Child Safeguarding Statement set out in this document.

- 1 KWETB has adopted and will implement fully and without modification the Department's Child Protection Procedures for Primary and Post Primary Centres 2017 as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Jonathan McNab
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Niamh Kelly
- 4 Kildare and Wicklow ETB and the AEO recognises that child protection and welfare considerations permeate all aspects of centre life and must be reflected in all of the centre's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the centre will adhere to the following principles of best practice in child protection and welfare:

The centre 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 centre 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 centre, the centre adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Centres 2017 and to the relevant agreed disciplinary procedures for centre staff which are published on the DE website.

- In relation to the selection or recruitment of staff and their suitability to work with children, the centre 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 and available on the DE 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 centre-
 - Has provided each member of staff with a copy of the centre's Child Safeguarding Statement
 - Ensures all new staff are provided with a copy of the centre's Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - Encourages KWETB Senior management members to avail of relevant training
 - KWETB and the AEO maintains records of all staff and training
- In relation to reporting of child protection concerns to Tusla, all centre personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Centres 2017, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- In this centre the AEO has appointed the above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the centres child safeguarding statement.
- All registered teachers / Youthreach Resource Persons employed by the centre are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the AEO has carried out an assessment of any potential for harm to a child while attending the centre or participating in centre activities. A written assessment setting out the areas of risk identified and the centre'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 centre's website, the DE website or will be made available on request by the centre.

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 centre in question.

- 6 This statement has been published on the centre's website and has been provided to all members of centre personnel, the Parents' Association (if any) 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.

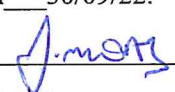
This Child Safeguarding Statement was adopted by the Board of Management on 19/06/2018.

This Child Safeguarding Statement was reviewed by the Board of Management on 30/09/22.

Signed: Brenda Lynch

AEO Brenda Lynch

Date: 30/09/2022

Signed: 1/12/22 

Co-ordinator Jonathan McNab

Date: 30/09/2022

Child Safeguarding Risk Assessment

Written Assessment of Risk of Naas Youthreach

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 Centres 2017*, the following is the Written Risk Assessment of [name of centre].

1. List of centre activities

1. Daily Arrival and Departure of learners
2. Morning Break and Lunch Break for learners
3. Classroom and small group teaching
4. One-to-one teaching
5. One-to-one counselling
6. One to one advocate
7. Movement of learners around the building
8. Centre Online and Distance Learning
9. Outdoor teaching activities and Centre tours/Trips
10. Use of toilet areas in centre
11. Use of toilet/changing/shower areas in off-site facilities
12. Centre transport arrangements including use of bus escorts
13. Centre Outings
14. Centre trips including overnight stays.
15. Use of external personnel to supplement curriculum
16. Administration of Medication (Secured in office and learner takes under staff supervision).
17. Administration of First Aid
18. Curricular provision in respect of SPHE, RSE,
19. Prevention and dealing with bullying amongst learners
20. Training of Centre personnel in learner protection matters
21. Care of learners with specific vulnerabilities/ needs such as:
 - a. Learners from ethnic minorities/migrants
 - b. Members of the Traveller community
 - c. Lesbian, gay, bisexual, or transgender (LGBTQ+) Learners
 - d. Learners perceived to be LGBT
 - e. Learners of minority religious faiths
 - f. Learners in care
 - g. Learners with a disability
22. Use of Information and Communication Technology by Learners in centre
23. Use of Information and Communication Technology by staff in centre
24. Use of information and Communication Technology by Learners on line
25. Use of information and Communication Technology by staff on line
26. Learner teachers undertaking training placement in the centre
27. Use of video/photography/other media to record centre events
28. Work Experience
29. Documenting and storing of confidential information
30. Adult visitors to the centre
31. Pandemic response

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

- Risk of child being harmed in the centre by centre personnel, another child, an adult etc.
- Risk of harm caused by member of centre personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner.
- Risk of harm caused by member of centre personnel communicating with pupils in appropriate manner via social media, texting, digital device or other manner.
- Risk of harm due to bullying of learner.
- Risk of harm due to inadequate code of behaviour.
- Risk of harm due to inadequate supervision of learners in centre.
- Risk of harm due to inadequate supervision of learners while attending out of centre activities.
- Risk of harm due to inappropriate relationship/communications between learner and another learner or adult.
- Risk of harm due to learners inappropriately accessing/using computers, social media, phones and other devices while at centre and during distance learning.
- Risk of harm in one-to-one teaching, counselling, coaching situation.
- Risk of harm not being recognised by centre personnel.
- Risk of harm not being reported properly and promptly by centre personnel.
- Risk of harm to learner while a learner is receiving intimate care.
- Risk of harm to learners with SEN who have particular vulnerabilities.
- Risk of learner being harmed by a member of centre personnel, a member of staff of another organisation or other person while learner participating in out of centre activities e.g. centre trips.
- Risk of learner being harmed in the centre by a member of centre personnel.
- Risk of learner being harmed in the centre by another learner.
- Risk of learner being harmed in the centre by volunteer or visitor to the centre.
- Risk of bullying for ethnic minorities, travellers, LGBT or children with special needs.
- Risk of events in shared premises and KWETB events.
- Risk involving relationship between learners.
- Risk of a future Pandemic .

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

- All Centre personnel are provided with a copy of the centres Child Safeguarding Statement.
- All parents are provided with a copy of the centres Child safeguarding Statement.
- The centre has an Anti-Bullying policy and a learner Code of behaviour.
- Centre 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.
- A DLP and DDLP have been appointed.
- Child safe guarding is covered in induction with all students.
- Learners are supervised during breaks and security cameras are positioned outside the building.
- The centre implements in full the SPHE curriculum.

- The centre promotes the Wellbeing of learners throughout centre programmes and activities. KWETB Youthreach have a well-being policy which incorporates policy and procedures in relation to one to one counselling.
- The centre 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 centre has a Health and safety policy.
- The centre adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.
- The centre complies with the agreed disciplinary procedures for teaching staff.
- The centre has provided each member of centre staff with a copy of the centre's Child Safeguarding Statement.
- The centre ensures all new staff are provided with a copy of the centre's Child Safeguarding Statement.
- KWETB Youthreach Naas have code of conduct for all staff.
- The centre encourages staff to avail of relevant training.
- Staff have been trained in child safe guarding procedures.
- The centre has in place a code of behaviour for learners.
- The centre has in place an ICT Acceptable Use Policy in respect of usage of ICT by learners including online protocols for remote learning. The centre has a remote learning policy.
- Ground rules in relation to acceptable online behaviour have been adapted for online and distance learning.
- The centre has a mentoring programme in place for all learners.
- Any external agency personnel attending the centre are supervised at all times, are Garda vetted and relevant consent forms are sought from parents/ guardians. Adequate supervision of students by 2 staff if possible One male and female. Trained lifeguards are needed at water activities. Changing rooms need to have access only in emergency or suspicion of behavioural issues.
- One to one meetings are held with windows on all door panels
- The centre has a Critical Incident Management plan in place and full-time staff have been assigned roles in such an event.
- The centre has a substance misuse policy and staff have been trained in substance misuse.
- Learners on work experience – placements are vetted by the Advocate ensuring health and safety procedures are in place. Monitoring of the work experience is carried out weekly with site visits.
- Staff monitor hallways and outside areas and black spots during breaks and all cases of learners leaving early are reported to the co-ordinator.
- First aid is administrated by trained personnel only.
- Centre personnel do not transport students.
- Parental consent has been sought for use of images / video etc.
- Only parents / Guardians listed on the application form are allowed access to students. If an unknown person seeks access to the learner the parent is immediately contacted.
- Medicines are held in the office and only accessible when needed by the Doctor / parents' consent. The centre has a Medical administration policy.
- All unsupervised classes are reported to the co-ordinator for substitution.
- Online classes are managed by the tutor as host and the tutor has the ability to control cameras and sound feeds. Students must to adhere to the online code of behaviour.
- Data protection – the child safe guarding folder is in the office and the safe guarding file are kept in a secure locked room and cabinet only accessible by the DLP / DDLP.

- Covid -19 response plan – all students and parents have been informed. Students and staff have been trained in the Covid Response protocols. An infectious diseases trained first aid staff member is on hand if a case arises. An isolation room is fully equipped.

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 Centres 2017*

In undertaking this risk assessment, the centre Co-ordinator and AEO has endeavoured to identify as far as possible the risks of harm that are relevant to this centre 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 centre has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

Signed Brenda Lynch
AEO

Date: 30/09/2022

Signed Julien McNulty
Co-ordinator

Date 30/09/2022