

Action Plan to address items of Child Safeguarding Statement that may need further improvement: February 20th 2023. Board of Management.

<u>Question</u>	<u>Item</u>	<u>Action</u>	<u>Person Responsible and Timeline</u>	<u>Completed and Date</u>
5	Has the Board reviewed and updated where necessary the written assessment of risk as part of this overall review?	Review at annual meeting, action plan drawn up and actions identified (as required)	Principal, DP and POR holder	Feb 8th 2023
9	Have any members of the Board attended child protection training?	BOM members encouraged to attend training	Principal asks BOM at March meeting	ET/ AMUL/GC/ BDS Insert date
13	Is the Board satisfied that all school personnel have been made aware of their responsibilities under the 'Child Protection Procedures for Primary and Post Primary Schools 2017' and the Children First Act 2015?	Staff required to complete an online form that they have been made aware of their responsibilities, on appointment and after March BOM meeting	Principal circulates appropriate documents after BOM meeting, and also on recruitment Requirement on staff to confirm receipt.	Feb 8 th 2023 all current staff have acknowledged same. (As staff are recruited). Email confirmation from all staff
21	Unique identifier Codes	Generated annually	There are in place.,	Sept 2022
31	Is the Board satisfied that the statutory requirements for Garda Vetting have been met in respect of all school personnel (employees and volunteers)? *	Teaching Employees , cannot be on payroll without vetting. All other employees must be garda vetted in advance of taking up employment.	Principal. Child protection officer of rowing club working closely with Principal on vetting.	
33	Is the Board satisfied that, from a child protection perspective, thorough recruitment and selection procedures are applied by the school in relation to all school personnel (employees and volunteers)?*	See Q 31 above	<ul style="list-style-type: none"> • Vetting • Reference check • Questions at interview 	
35	Has the Board sought the feedback of parents in relation to the school's compliance with the requirements of the child safeguarding requirements of the 'Child Protection Procedures for Primary and Post Primary Schools 2017'?	Is there a role here for full parent cohort or is Parents Council enough? Parents made aware of process and any input they would like to improve.	All parents have been emailed seeking feedback	February 2023.

34	Has the Board sought the feedback of pupils in relation to the school's child safeguarding arrangements?	Is there a role here for full students' cohort or is Student council enough?	Student council meet Feb 2023	Discussed at SC meeting, no suggestions.
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Action Plan for Review or Child Safeguarding Risk Assessment

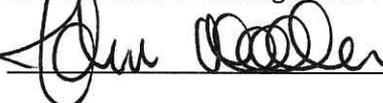
<u>Action Plan Number</u>	<u>Item</u>	<u>Action</u>	<u>Person Responsible and Timeline</u>	<u>Completed and Date</u>
1	Students arriving before 8am	DP on premises before 8am. School building only open for students from 8am. Needs to be communicated again to parents. This information needs to be prominent in school journal also. Pupils and parents need to be informed that the school closes 15 minutes after the end of last class, except for those students on approved activities supervised by appropriate staff.	<ul style="list-style-type: none"> • Communication with parents. • Put in journal. • P/ DP March 2023	
2	The school has in place an Acceptable Use policy in respect of usage of all Computers, Internet and Social Media,	AUP updated in November 2021. Will need to be updated again with "Digital Citizenship" info.	BOM, P and POR holder. A number of additions to be approved by May 2023	
3	Appropriate supervision is provided before, during and after STUDY times which occur after school tuition times. (Who ensures that pupils leave school building at end of study)	Review with Study Coordinator Some changes made. Teachers paid for 15 mins supervision before and must be last off premises. Interactions with pupil should be more than 1:1. Meeting with Study coordinator to remind. Meeting will be required annually.	Principal and study Coordinator March 2023	
4	Educate and advise pupils of risks associated with being off premises at lunch (1 st year induction/ SPHE/ Add information to Journal	1 st Year induction to include information. SPHE classes to incorporate input on same. Principal / DP with responsibility for Journal with SPHE coordinator and incoming year head for 1 st year	Principal / DP with responsibility for Journal August 2023	
5	Detention during school hours, after school (Fri evening) and Saturday morning as part of our Code	DP or year head assigning detention. Vetted person on duty. Teacher in charge aware of responsibilities in relation to 1:1 situations.	DP to communicate with teachers involved March 2023	

	of Responsibility and Behaviour.	DP to communicate with teacher in charge		
6	Guidelines for dealing with pupils on a one to one basis need to be finalised	On list of policy/protocols to be implemented	On or Before June 2023. BOM, P and POR holder	
7	The school has guidelines for students undertaking work experience in an external organisation	Transition Year / LCVP coordinator communicates same to pupils involved. Principal to receive confirmation of same from TY coordinator	March 2023	
8	Each first year student will undertake a "Digital Citizenship Module" as part of their Wellbeing Programme, commencing September 2022.	Principal to communicate with teacher involved in module in 1 st year	March 2023	
9	The school is implementing in full the SPHE & RSE curriculum	A review is currently taking place of our RSE policy. POR holder with responsibility will communicate with Principal.	POR Holder and RSE lead teacher September 2023	
10	Work is progressing on a policy and procedures in respect of student teacher placements	POR holder with responsibility will communicate with Principal.	POR holder / Principal. September 2023	
11	School Tour / Trip Policy Currently being Formalised	On list of policy/protocols to be implemented	On or Before June 2023. BOM, P and POR holder	
12	Draft guidelines for non-teaching staff are being progressed	On list of policy/protocols to be implemented	On or Before Dec 2023. BOM, P and POR holder	
13	The school will adopt of procedures in relation to the administration of Medication	On list of policy/protocols to be implemented	On or Before Dec 2023. BOM, P and POR holder	
14	Facilitators for school retreats and school outings must be Garda Vetted.	Teachers organising same must sign off that this is the case. School trip/ excursion/ retreat sheet to be drawn up.	On or before Sept 2023. BOM, P & SCAH POR holder	
15	The School has a supervision protocol for all major events. The school has a supervision protocol for transport to and from all activities	Any major school event must have arrangements in place, in advance to ensure appropriate supervision takes place. SCAH	On or before September 2023 S Cahalan	
16	Guidelines for teachers teaching supervising in and around sporting areas / dressing room areas/ yards.	A set of instructions and procedures for teachers.	On or before September 2023 S Cahalan	Supervision and Substitution Protocol approved by BOM in Dec 2022

This Action Plan was adopted by the Board of Management on [date].

Signed:  DATE: 20/02/23
Signed: _____

Chairperson of Board of Management Principal/Secretary to the Board of Management

Signed:  Date: 20/02/2023.
Date: _____