



# ALEXANDRA COLLEGE DUBLIN

## Boarding Child Safeguarding Statement and Risk Assessment

Alexandra College is a post-primary and primary school providing primary and post-primary education to pupils from Preschool to Sixth Class and from 1st Year to Leaving Certificate Year. We accept boarders from the age of 10 upwards. This means that some of our boarders attend the primary school and the majority attend the secondary school. This boarding Child Safeguarding Statement needs to be read in conjunction with the primary and secondary schools' Child Safeguarding Statements.

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 2023, the Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023 and Tusla Guidance on the preparation of Child Safeguarding Statements, the board of management of Alexandra College has agreed the Child Safeguarding Statement set out in this document.

1. The Board of Management of Alexandra College has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools 2023* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* as part of this overall Child Safeguarding Statement.
2. The Designated Liaison Person (DLP) is **Barbara Ennis**.
3. The Deputy Designated Liaison Person (Deputy DLP) is **Dawn Thompson**.
4. The Relevant Person is **Barbara Ennis**.
5. The Board of Management of Alexandra College recognises that child protection and welfare considerations permeate all aspects of school and boarding 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 board of management will adhere to the following principles of best practice in child protection and welfare:

The Board of Management 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 and care of their children; and
- fully respect confidentiality requirements in dealing with child protection matters.

The boarding facility will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

6. The following procedures and 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 boarding facility, the board of management adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools 2023, the relevant procedures set out in the Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023 and to the relevant agreed disciplinary procedures for school/boarding facility 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 board of management/management authority 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 Board of Management:
  - Has provided each member of staff with a copy of the boarding facility's Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the boarding facility'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 boarding facility personnel are required to adhere to the procedures set out in the Child Protection Procedures for Primary and Post-Primary Schools 2017 and the Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023 including, in the case of registered teachers and any boarding facility staff who are mandated persons, those in relation to mandated reporting under the Children First Act 2015.
- There is a procedure in place for maintaining a list of mandated persons. All registered teachers employed by the school/management authority are mandated persons under the Children First Act 2015.

Alexandra College boarding authority has mandated persons other than teachers employed in the boarding facility. We have teachers, supervisors, a nurse and non-teaching staff working in boarding who are mandated personnel.

- 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 boarding facility or participating in boarding facility activities. A written assessment setting out the areas of risk identified and the boarding facility'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 boarding facility's website, the DE website or will be made available on request by the boarding facility.

This statement has been published on the school's website and has been provided to all members of boarding facility 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 policy was reviewed by the Board of Management on **12 September 2023**. This policy was ratified by the Board of Management on **12 September 2023**. The next review date is **September 2024**.

*For information in respect of how the child safeguarding statement was developed or to request a copy of the statement, please contact the relevant person noted at the beginning of this Child Safeguarding Statement.*

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# Child Safeguarding Risk Assessment

## Written Assessment of Risk of Alexandra College boarding facility

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 Schools 2023* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023*, the following is the Written Risk Assessment of Alexandra College boarding facility.

### 1. List of school activities

List of school activities. Please see primary and secondary school risk assessments.

#### 1.1 List of boarding facility activities

- Management of children and young people as they live away from home
- One-to-one mentoring or counselling
- Induction of new boarders
- Children and young people going to accommodation other than their own home at weekends
- Monitoring at mealtimes
- Use of showers
- Management of mobile phones, photography and recording
- Management of prescription medication
- Evening activities and supervision at night
- Evacuation/fire drills outside of school hours
- Managing visits of parents, guardians or agents with boarders
- Escorting and/or transporting individual boarders
- Weekend outings

#### 2.1 The boarding facility has identified the following risk of harm in respect of its activities

- Risk of harm not being recognised by boarding facility personnel
- Risk of harm not being reported properly and promptly by school or boarding facility personnel
- Risk of child being harmed in the boarding facility by a member of boarding facility personnel
- Risk of child being harmed in the boarding facility by another child
- Risk of child being harmed in the boarding facility by volunteer or visitor to the boarding facility

- Risk of child being harmed by a member of boarding facility personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip and weekend outings
- Risk of harm due to bullying of child
- Risk of harm due to racism
- Risk of harm due to inadequate supervision of children in the boarding facility
- Risk of harm due to inadequate supervision of children while attending out of school activities
- Risk of harm due to inappropriate relationship and/or communications between child and another child or adult
- Risk of harm due to children inappropriately using digital devices, social media, phones and other devices while at school or in the boarding facility
- Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities
- Risk of harm to child while a child is receiving intimate care
- Risk of harm due to inadequate code of behaviour
- Risk of harm in one-to-one teaching, counselling, coaching situation
- Risk of harm caused by member of school/boarding facility personnel communicating with pupils/students in an inappropriate manner via social media, texting, digital device or other manner
- Risk of harm caused by member of school personnel accessing or circulating inappropriate material via social media, texting, digital device or other manner

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

- All boarding facility personnel are provided with a copy of the boarding facility's *Child Safeguarding Statement*
- The *Child Protection Procedures for Primary and Post-Primary Schools 2023* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* are made available to all boarding facility personnel
- Boarding facility personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2023* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023* and all registered teaching staff are required to adhere to the *Children First Act 2015* and its Addendum (2019)

- The school implements in full the Stay Safe Programme for primary school students
- The school implements in full the SPHE curriculum in the secondary school
- The school implements in full the Wellbeing Programme at Junior Cycle
- 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 boarding facility has a playground and general supervision policy to ensure appropriate supervision of students whilst in the boarding facility
- The boarding facility has in place a policy and clear procedures in respect of boarder outings
- The boarding facility has a Health and Safety policy
- The boarding facility adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting
- The boarding facility has a code of conduct for boarding facility personnel
- The school/boarding facility complies with the agreed disciplinary procedures for boarding staff
- The boarding facility has an intimate care policy in respect of students who require such care
- The boarding facility has in place a policy and procedures for the administration of medication to students
- The school/boarding facility –
  - Has provided each member of boarding facility staff with a copy of the boarding facility's Child Safeguarding Statement
  - Ensures all new staff are provided with a copy of the boarding facility's Child Safeguarding Statement
  - 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
- The boarding facility has in place a policy and procedures for the administration of First Aid
- The boarding facility has in place a code of behaviour for students
- The boarding facility has an Acceptable Use Policy in place and has communicated this policy to parents
- The school has in place a policy governing the use of smart phones and tablet devices in the boarding facility by students as per circular 38/2018
- The boarding facility has in place a Critical Incident Management Plan which is the same as that in place for day students
- The school has in place a Home School Liaison policy and related procedures

- The school has in place a policy and procedures for the use of external persons to supplement delivery of the curriculum
- The boarding facility has in place a policy and procedures for the use of external sports coaches. It is that which applies in the Day Schools
- The school has in place a policy and clear procedures for one-to-one teaching activities
- The boarding facility has in place a policy and procedures for one-to-one counselling
- The school has in place a policy and procedures in respect of pupils of the school undertaking work experience in external organizations. It is that which applies in the Day School

**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 2023*

In undertaking this risk assessment, the board of management/management authority has endeavoured to identify as far as possible the risks of harm that are relevant to this school/boarding facility 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/boarding facility has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.