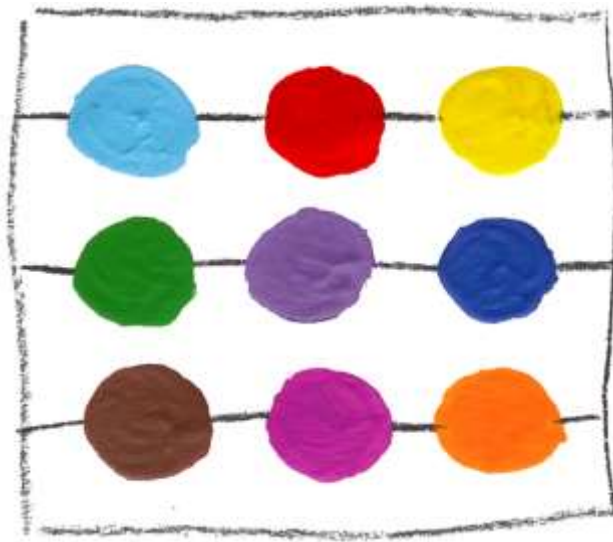


Child Protection Policy



Carrigaline Educate Together N.S.

This document is intended to provide details of the main policies of Carrigaline Educate Together National School (CETNS). It is intended to help parents and guardians understand the environment and approach of the school. This document is regularly reviewed. All feedback is encouraged and welcome.

Version	Description	Authors
2008/2009	First version of policy	Board of Management
November 2011	Amendments to existing policy to bring in line with new guidelines	Board of Management
September 2012	Review of existing policy & minor amendments	Board of Management
October 2013	Review of existing policy & minor amendments	Board of Management
September 2014	Review of existing policy & minor amendments	Board of Management
October 2015	Review of existing policy & minor amendments	Board of Management
September 2016	Review of existing policy & minor amendments	Board of Management

School Contact Details

Principal: Mel Thornton

Board of Management Chairperson: Eric Hurley

School Phone Number: 021-4375616 or 087-7453659

Address: Carrigaline Educate Together National School
Kilnagleary, Carrigaline, Co. Cork.

The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school’s policies, practices and activities. Accordingly, in accordance with the requirements of the Department of Education and Skills’ Child Protection Procedures for Primary and Post Primary Schools, the Board of Management of Carrigaline Educate Together N.S. has agreed the following child protection policy:

1. The Board of Management has adopted and will implement fully and without modification the Department’s Child Protection Procedures for Primary and Post Primary Schools as part of this overall child protection policy.
2. The Designated Liaison Person (DLP) is Mel Thornton, Principal.
3. The Deputy Designated Liaison Person (Deputy DLP) is Christine O’Brien, Deputy Principal.
4. In its policies, practices and activities, Carrigaline Educate Together N.S. will adhere to the following principles of best practice in child protection and welfare:

The school will

- recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations;
- 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 school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

5. School plans, policies, practices and activities that are particularly relevant to child protection:

<i>Plans:</i>	<i>Policies:</i>	<i>Practices & Procedures:</i>
<ul style="list-style-type: none"> • English – Béarla • Irish – Gaeilge • Maths – Mata • History – Stair • Geography– Tíreolaíocht • Science - Eolaíocht • Visual Arts– Ealaín • Drama– Drámaíocht • Music – Ceol 	<ul style="list-style-type: none"> • Administration of Medicines • Admissions & Participation including enrolment in the Special Class • Anti-bullying • Assessment • Closed Circuit Television CCTV • Code of Behaviour • Critical Incident Management • Dignity at Work • Garda Vetting 	<ul style="list-style-type: none"> • Arrival & Dismissal of Pupils • Best Practice in Child Protection • Children with Special Educational Needs – Child Protection • General Conduct • Guest Speakers/Visitors

<ul style="list-style-type: none"> • P.E. – Corpoideachas • S.P.H.E. – O.S.P.S. • Ethical Education – Croí na Scoile 	<ul style="list-style-type: none"> • Health Eating • Homework • Information & Communication Technologies (ICT) [including former Acceptable Usage Policy & Teaching Laptop & iPad Policy] • Induction of Newly Qualified Teachers • Non-staff Access Procedures • Parental Involvement • Record Keeping & Data Protection • Relationship & Sexuality Education (R.S.E.) • Safety, Health & Welfare including Safety Statement • Safeguarding Staff – Safeguarding Children • Special Education Needs • Substance Use Policy 	<ul style="list-style-type: none"> • Internet Safety • One-to-one teaching • Mobile Phones • Recruitment and Selection of Staff • Supervision Procedures • Toileting / Intimate Care
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The Board has ensured that the necessary policies, protocols or practices as appropriate are in place in respect of each of the above listed items.

6. This policy has been made available to school personnel and the Parents' Association and is readily accessible to parents on request. A copy of this policy will be made available to the Department and the patron if requested.
7. This policy will be reviewed by the Board of Management once in every school year in accordance with Appendix 1.

This policy was adopted by the Board of Management at a meeting on _____

Signed: _____
CHAIRPERSON-BOARD OF MANAGEMENT

Signed: _____
PRINCIPAL

Date: _____

Date: _____

Date of next review: On or before 27 October 2017

Individual Staff Declaration

I have read the Child Protection Policy and agree to adopt and abide by all guidelines set out within it.

Staff Member: _____

Date: _____

Appendix 1: Checklist for Annual Review of the Child Protection Policy

The Board of Management must undertake an annual review of its child protection policy and the following checklist shall be used for this purpose.

The checklist is designed as an aid to conducting this review and is not intended as an exhaustive list. Individual Boards of Management may wish to include other items in the checklist that are of particular relevance to the school in question.

Please refer to the next page.

As part of the overall review process, Boards of Management should also assess other school policies, practices and activities vis a vis their adherence to the principles of best practice in child protection and welfare as set out in the school's child protection policy. Yes/No - Yes
Has the Board formally adopted a child protection policy in accordance with the 'Child Protection Procedures for Primary and Post Primary Schools'? - Yes
As part of the school's child protection policy, has the Board formally adopted, without modification, the 'Child Protection Procedures for Primary and Post Primary Schools'? - Yes
Are there both a DLP and a Deputy DLP currently appointed? - Yes
Are the relevant contact details (HSE and An Garda Síochána) to hand? - Yes
Has the DLP attended available child protection training? - Yes
Has the Deputy DLP attended available child protection training? - Yes
Have any members of the Board attended child protection training? - Yes
Has the school's child protection policy identified other school policies, practices and activities that are regarded as having particular child protection relevance? - Yes
Has the Board ensured that the Department's "Child Protection Procedures for Primary and Post Primary Schools" are available to all school personnel? - Yes
Has the Board arrangements in place to communicate the school's child protection policy to new school personnel? - Yes
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'? - Yes
Since the Board's last annual review, was the Board informed of any child protection reports made to the HSE/An Garda Síochána by the DLP? - No
Since the Board's last annual review, was the Board informed of any cases where the DLP sought advice from the HSE and as a result of this advice, no report to the HSE was made? - Yes
Is the Board satisfied that the child protection procedures in relation to the making of reports to the HSE/ An Garda Síochána were appropriately followed? - Yes
Were child protection matters reported to the Board appropriately recorded in the Board minutes? - Yes
Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely? - Yes
Has the Board ensured that the Parents' Association (if any), has been provided with the school's child protection policy? - Yes via email

Correct as of 5 September 2016

Appendix 2

Staff Declaration

We have read the Child Protection Policy and agree to adopt and abide by all guidelines set out within it.

Staff Member	Signature	Date
MEL THORNTON		
CHRISTINE O'BRIEN		
GRACE O'CONNOR		
DEIRDRE O'HAGAN		
RORY WARD		
FRANK HEALY		
SINÉAD HARTE		
PATRICE ARRIGAN		
CAROLINE O'CONNOR		
HILARY COLLINS		
OWEN HENNESSY		
CORMAC CAHILL		
CAROL-ANNE RYAN		
TRISH O'SULLIVAN		
DAVID KAVANAGH		
MARTINA LUTTRELL		
BRÍD STACK		
MARIA MOYNIHAN		
MIRIAM WALSH		
SINÉAD O'BRIEN		
NIAMH O'BRIEN		
SUSAN BROSANAN		
NICOLA BRENNAN		
PADDY DENNEHY		
ANN-MARIE CASEY		

GILLIAN FENTON LEOGUE		
CLARE LUCEY		
RACHEL COONEY		
NIAMH O'SULLIVAN		
CHRISTINE DALY		
DARA MASTERSON		
ANGELA O'DONOVAN		
DONNA O'DONOVAN		
FINOLA STEPHENS		
ANNE LEONARD		
ANNETTE QUILL		
GRACE MOLONEY		
AUDREY O'BRIEN		
PORTIA DUNICAN		
HELEN BANNON		
KELLY O'SULLIVAN		
DARAGH COUGHLAN-MURPHY		
LUCIA O'NOLAN		
HELEN MARTIN		
ANGELA SMITH		
ROB MCCLENAHAN		
JAMES FARQUHAR		
<i>Please write any additional people during the year below</i>		

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