



# HOLY FAMILY JUNIOR NATIONAL SCHOOL

## River Valley, Swords, Co Dublin.

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### Child Protection Policy

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 Holy Family J.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 Mr Mark Cunningham.
3. The Deputy Designated Liaison Person (Deputy DLP) is Mr Declan Power.
4. In its policies, practices and activities, Holy family J.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. Please see Appendix 1 attached to this Policy for a list of School Policies & Practices that are relevant to Child Protection. 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.

***This policy will be reviewed by the Board of Management once in every school year.***

## APPENDIX 1

The Child Protection Policy of Holy Family Junior National School has been revised in line with ***“Children First: National Guidance for the Protection and Welfare of Children” 2011 Department of Children and Youth Affairs and Child Protection Procedures for Primary and Post-Primary Schools 2011***

There is an obligation on schools to provide children with the highest possible standard of care in order to promote their well being and protect them from harm.

School personnel are especially well placed to observe changes in children’s behaviour, their lack of development or outward signs of abuse. In situations where school personnel suspect that a child may have been abused or neglected, or is being abused or neglected, or is at risk of abuse or neglect, they shall ensure that such concerns are reported in accordance with the school’s child protection policy.

- **School Tours**

It is school policy that all children are taken on school tours where adequate adult supervision is provided. The overall responsibility of the children rests with the class teacher. Additional supervision will be provided by other school staff and parent volunteers.

- **Toileting Accidents**

Children are attended to by two adults at all times.

- **Work Placements/Visitors to the School/Drama Teachers/Sports Coaches/Music Teachers/Storytellers and all other Visitors**

It is school policy that class teacher remains with the children in their class for the full duration for any of the above.

- **Reading Initiative**

All volunteer parents are Garda vetted

- **Substitute Teachers**

Substitute Teachers are made aware of the school’s child protection policy.

- **Vulnerable Children**

Staff are to be particularly sensitive to vulnerable children for the purposes of child protection.

Staff are not expected to work one on one with particularly vulnerable children.

- **Sending Children on Messages around School**

It is school policy that children **are never** sent on their own.

- **Children Leaving School during School Hours**

Any child leaving school during school hours must be accompanied by parent/guardian and the child must be ‘signed out’ in the book in the foyer area.

**Our Child Protection Policy also includes the following:**

1. Safety Statement
2. Code of Behaviour
3. Anti-Bullying Policy
4. Pupil Attendance Strategy
5. Supervision Policy
6. S.N.A. Policy
7. Critical Incident Policy
8. S.E.T. Policy

As well as the Stay Safe Programme, the school also makes the Walk Tall and RSE Programmes available to the children.

## Appendix 2: 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.

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
Has the Board formally adopted a child protection policy in accordance with the 'Child Protection Procedures for Primary and Post Primary Schools'?
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'?
Are there both a DLP and a Deputy DLP currently appointed?
Are the relevant contact details (HSE and An Garda Síochána) to hand?
Has the DLP attended available child protection training?
Has the Deputy DLP attended available child protection training?
Have any members of the Board attended child protection training?
Has the school's child protection policy identified other school policies, practices and activities that are regarded as having particular child protection relevance?
Has the Board ensured that the Department's "Child Protection Procedures for Primary and Post Primary Schools" are available to all school personnel?
Has the Board arrangements in place to communicate the school's child protection policy to new school personnel?
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'?
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?
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?
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?
Were child protection matters reported to the Board appropriately recorded in the Board minutes?
Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely?
Has the Board ensured that the Parents' Association (if any), has been provided with the school's child protection policy?