

MIDLETON COLLEGE



Child Safeguarding Statement and Risk Assessment for Boarding Facility

Version 1.1 BF

Child Safeguarding Statement

Middleton College is a post-primary co-educational day and boarding school providing post-primary education to pupils from First Year to Leaving Certificate Year.

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 (revised 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 Middleton College has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Management of Middleton College has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised 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) for the boarding facility is **Dr Edward Gash**
- 3 The Deputy Designated Liaison Person (Deputy DLP) for the boarding facility is **Mr Kevin Stanley**
- 4 The Relevant Person for the boarding facility is **Dr Edward Gash**
- 5 The Board of Management of Middleton 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/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 school/boarding facility, the board of management/management authority adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 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 gov.ie.
- 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 gov.ie.
- 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 authority 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 (revised 2023)* 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 are mandated persons under the Children First Act 2015 as are Nurses, the College Chaplain, the Manager of the Boarding Facility, the DLP and the DDLP.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the board/management authority has carried out an assessment of any potential for harm to a child while attending the school/boarding facility or participating in school/boarding facility activities. A written assessment setting out the areas of risk identified and the school/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 school/boarding facility's website, gov.ie or will be made available on request by the school/boarding facility.
- 7 This statement has been published on the school's website and has been provided to all members of the boarding facility personnel, the Parent Teacher Association 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.
 - 8 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 26/04/2023.

This Child Safeguarding Statement was reviewed by the Board of Management on 23/10/2023.

It was further reviewed on ____/____/____.

Signed: _____ Signed: _____

Chairperson of Board of Management

Principal/Secretary to the Board of Management

Date: ____/____/____

Date: ____/____/____

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

Phone: 021-4631146

or

email: office@midletoncollege.ie



Appendix 1: Written Assessment of Risk of Midleton 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 (revised 2023)* and the *Child Protection and Safeguarding Procedures for Boarding Facilities associated with Recognised Schools 2023*, the following is the Written Risk Assessment of Midleton College boarding facility.

1. List of school activities

Detailed on CSS for school

1.1 List of boarding facility activities

Daily Boarding Activities

Academic Activities

Prep (Supervised Study)

Essential Daily Routines

Attendance at Meals

Use of Toilet/Shower Areas

Sleeping Overnight

Technology & Materials

Use of Internet Technologies

Use of mobile phone

Management of cleaning equipment & supplies

Management of Sensitive Materials

Health and Well-being

Use of School Nurse

Management of Ill Students

Management of Contagious Students

Management of Students with Mental Health/Emotional Issues

Safety & Security

Student Sign-Out

Fire Drill

Visitors/Contractors Present in School

Recruitment and Training of Boarding Personnel in Child Protection Matters

Behaviour & Conduct

Management of Challenging Behaviour Amongst Pupils

Prevention and Dealing with Bullying Amongst Pupils

Work Experience

TY Work Experience

Miscellaneous

After-School Activities/Leisure Time

Weekend Boarding Activities**Excursions & Trips**

Field Trips & Excursions

Off-Site Weekend Program – Cultural Trips, Adventure Trips, etc.

Cinema Visits

On-Site Activities

On-Site Weekend Programs

Overnight & Sign-Out

Overnight Sign-Out

Boarder Overnight with Other Student

Boarder Sign-Out

Special Activities and Programs**Community & Social Life**

Attendance at Community Events Including Church

Residence Life Activities – Sleeping Arrangements, Socialising

International Students

International Student Travel

Hosting for Boarding Students

Parent/Guardian Visits

Managing Visits of Parents/Guardians or Agents

Facilities & Services

Dining Facilities

Provision of Residential Facilities for Boarders

Induction & Training

Induction Programme

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

Detailed on CSS for school

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

Daily Boarding Activities

Academic Activities

Prep (Supervised Study)

- Risk of harm due to inadequate supervision during study time.

Essential Daily Routines

Attendance at Meals

- Risk of harm due to food allergies or dietary restrictions not being properly managed.

Use of Toilet/Shower Areas

- Risk of harm due to lack of privacy or inappropriate conduct in shared spaces.

Sleeping Overnight

- Risk of harm due to inadequate supervision or security in sleeping areas.

Technology & Materials

Use of Internet Technologies

- Risk of harm due to inappropriate access to or use of the internet.

Use of Mobile Phone

- Risk of harm due to inappropriate texting or use of social media.

Management of Cleaning Equipment & Supplies

- Risk of harm due to accidental exposure to cleaning chemicals.

Management of Sensitive Materials

- Risk of harm due to unauthorized access to sensitive information.

Health and Well-being

Use of School Nurse

- Risk of harm due to medical errors or mismanagement.

Management of Ill Students

- Risk of harm due to inadequate care for sick students.

Management of Contagious Students

- Risk of harm due to the spread of contagious diseases.

Management of Students with Mental Health/Emotional Issues

- Risk of self-harm or harm to others due to emotional or psychological difficulties.

Safety & Security

Student Sign-Out

- Risk of harm due to lack of verification when students leave the premises.

Fire Drill

- Risk of harm due to improper execution of fire drills.

Visitors/Contractors Present in School

- Risk of harm due to unauthorized or unsupervised visitors.

Recruitment and Training of Boarding Personnel in Child Protection Matters

- Risk of harm due to unvetted or untrained staff.

Behaviour & Conduct

Management of Challenging Behaviour Amongst Pupils

- Risk of harm due to physical altercations or verbal abuse.

Prevention and Dealing with Bullying Amongst Pupils

- Risk of harm due to bullying or harassment.

Work Experience

TY Work Experience

- Risk of harm due to inappropriate or unsafe work environments.

Miscellaneous

After-School Activities/Leisure Time

- Risk of harm due to inadequate supervision during leisure activities.

Weekend Boarding Activities

Excursions & Trips

Field Trips & Excursions

- Risk of harm due to accidents or lack of supervision during trips.

Off-Site Weekend Program – Cultural Trips, Adventure Trips, etc.

- Risk of harm due to inadequate preparation or supervision during off-site activities.

Cinema Visits

- Risk of harm due to inappropriate film content or lack of supervision.

On-Site Activities

On-Site Weekend Programs

- Risk of harm due to inadequate staffing or supervision.

Overnight & Sign-Out

Overnight Sign-Out

- Risk of harm due to inadequate verification procedures for overnight stays.

Boarder Overnight with Other Student

- Risk of harm when in the care of the family of another student.

Boarder Sign-Out

- Risk of harm due to lack of verification when students leave the premises.

Special Activities and Programs

Community & Social Life

Attendance at Community Events Including Church

- Risk of harm due to inadequate supervision during community events.

Residence Life Activities – Sleeping Arrangements, Socialising

- Risk of harm due to lack of privacy or inappropriate relationships between students.

International Students

International Student Travel

- Risk of harm during international travel due to lack of supervision or preparation.

Hosting for Boarding Students

- Risk of harm while in the care of a host family.

Parent/Guardian Visits

Managing Visits of Parents/Guardians or Agents

- Risk of harm due to unsupervised or unauthorized visits.

Facilities & Services

Dining Facilities

- Risk of harm due to food-related issues, such as choking or allergic reactions.

Provision of Residential Facilities for Boarders

- Risk of harm due to inadequate facility maintenance or security measures.

Induction & Training

Induction Programme

- Risk of harm due to inadequate training in child protection matters for new staff or students.

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

Detailed on CSS for school

3.1 The boarding facility has the following procedures in place to address the risks of harm identified in this assessment**Daily Boarding Activities****Academic Activities**

Prep (Supervised Study)

- All study areas are constantly monitored by qualified supervisors.

Essential Daily Routines

Attendance at Meals

- Allergy information is clearly labelled on meal options.
- Staff are trained to manage allergic reactions.
- Staff are informed of any student allergies.

Use of Toilet/Shower Areas

- Gender-segregated toilets and showers.
- Individual showers and toilets available.

Sleeping Overnight

- Qualified staff in sleeping areas during nighttime.
- Teacher on duty present at all times with duty phone.

Technology & Materials

Use of Internet Technologies

- Internet filters are deployed to block inappropriate content.
- Regularly update and maintain internet security systems.

Use of Mobile Phone

- No-phone zones are clearly marked.
- Phone usage policy is communicated at the beginning of each academic year.

Management of Cleaning Equipment & Supplies

- Cleaning chemicals are stored in secured, labelled cabinets.
- Staff handling chemicals are provided with proper PPE (Personal Protective Equipment).

Management of Sensitive Materials

- Only authorised personnel are allowed to access rooms containing sensitive materials.

Health and Well-being

Use of School Nurse

- Regular audits of medical supplies.
- Continuous professional development for nursing staff.

Management of Ill Students

- Isolation pods available.
- Parental or guardian contact required for specific medications.

- School doctor available for consultation.

Management of Contagious Students

- Students showing symptoms of a contagious disease are to be isolated in a pod.
- Areas are sanitised as required

Management of Students with Mental Health/Emotional Issues

- Students encouraged to report concerns about a student's mental health.
- A risk assessment is conducted and a safety plan is developed for students identified as being at risk of self-harm or harm to others.

Safety & Security

Student Sign-Out

- Parental approval system for sign-out during the day in place.
- Sign-out sheets in operation for afterschool sign-out.

Fire Drill

- Regular fire drills carried out in accordance with local regulations.
- Fire safety equipment regularly inspected.

Visitors/Contractors Present in School

- All visitors and contractors are required to report to the main reception upon arrival to sign in.
- No visitors allowed unaccompanied access to the dormitories.

Recruitment and Training of Boarding Personnel in Child Protection Matters

- Garda vetting of all new hires.
- Annual child protection training for all staff members.

Behaviour & Conduct

Management of Challenging Behaviour Amongst Pupils

- Restorative justice approaches used for conflict resolution.
- Incident reports filed and reviewed by a committee.

Prevention and Dealing with Bullying Amongst Pupils

- Anti-bullying policy and education carried out each term.
- Students encouraged to report bullying behaviour.

Work Experience

TY Work Experience

- Insurance in place for each external organisation.
- Restrictions on some work experience environments.
- Written parental consent required for each work placement.

Miscellaneous

After-School Activities/Leisure Time

- Staff-to-student ratios maintained according to guidelines.
- Emergency protocols clearly communicated prior to activities.

Weekend Boarding Activities

Excursions & Trips

Field Trips & Excursions

- Risk assessments conducted prior to each trip.
- Emergency contact information and first-aid kits carried by supervising staff.

Off-Site Weekend Program

- Risk assessments conducted prior to each trip.

- Signed parental consent forms required for all off-site activities.

Cinema Visits

- Age-appropriate films only.
- Supervision during travel to and from cinema.

On-Site Activities

On-Site Weekend Programs

- Adequate staffing ratios maintained at all times.
- Regular checks by supervisory staff.

Overnight & Sign-Out

Overnight Sign-Out

- Parental verification required for overnight stays.
- Sign-in system for student return.

Boarder Overnight with Other Student

- Written consent from both sets of parents or guardians.
- Emergency contact numbers exchanged and verified.

Boarder Sign-Out

- Sign-out system requiring students to sign-out when leaving campus.

Special Activities and Programs

Community & Social Life

Attendance at Community Events Including Church

- Staff trained in child safeguarding.
- Students accompanied to events.

Residence Life Activities

- Rooms randomly checked for prohibited items.
- Students encouraged to report concerns.

International Students

International Student Travel

- Valid insurance and emergency contact information required.
- Copies of passports and visas kept securely.

Hosting for Boarding Students

- Host families are vetted and certified by agent.
- Regular check-ins by school staff with agent.

Parent/Guardian Visits

Managing Visits of Parents/Guardians or Agents

- Visitors & Agents required to sign-in.
- Permitted areas are restricted.

Facilities & Services

Dining Facilities

- Emergency medical kits available in dining areas.
- Staff trained in epi pens use and CPR.

Provision of Residential Facilities for Boarders

- Regular maintenance and safety audits.
- Emergency exits and routes clearly marked.

Induction & Training

Induction Programme

- Mandatory child safeguarding seminar for new hires.
- Review and agreement to school policies required upon employment.

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 (revised 2023)*

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

This risk assessment has been completed by the Board of Management on ____/____/____. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed _____ Date ____/____/____

Chairperson, Board of Management

Signed _____ Date ____/____/____

Principal/Secretary to the Board of Management