**Child Protection Policy**

The Board of Management of C.B.S. Primary School Ennis recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in each school policy, school 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 C.B.S. Primary School Ennis has approved this Child Protection Policy.

The Board of Management has adopted and will fully implement without modification the Department of Education and Skills Child Protection Procedures for Primary and Post-Primary Schools 2011. These procedures will therefore underpin the content of this policy.

The following key personnel have been identified and ratified by the Board of Management:

**The Designated Liaison Person (DLP) is Mr. Dara Glynn, Principal.**

**The Deputy Designated Liaison Person (Deputy DLP) is Mrs. Mary Murphy, Deputy Principal.**

In its policies, practices and activities, C.B.S. Primary School Ennis, will adhere to the following principles of best practice in Child Protection and Welfare. Our school recognises that the protection and welfare of children is of paramount importance, regardless of all other considerations and will therefore;

* 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.
* Fully respect confidentiality requirements in dealing with child protection matters.
* Adhere to the above principles in relation to any adult pupil with a special vulnerability.

The following school policies named hereunder are key elements of the child protection policy.

* Attendance Policy
* Code of Behaviour Policy
* Anti-Bullying Policy
* Health & Safety Policy
* Internet Acceptable Use Policy
* Supervision Policy
* Special Educational Needs Policy
* Sporting Activity Policy
* Critical Incident Policy
* Healthy Lunch Policy

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.

This policy is available to all school personnel and the Parent’s Association and is accessible to parents on the school website [www.cbsennis.com](http://www.cbsennis.com). It is also available in hard copy in each classroom. A copy of this policy is available for the attention of the Department of Education and Skills and the patron if requested.

**Designated Liaison Person (DLP)**

In C.B.S. Primary School Ennis, the Principal, Mr. Dara Glynn, is the DLP and Mrs Mary Murphy is the Deputy DLP.

The DLP has specific responsibility for Child Protection Procedures and will represent the school in all correspondence with Child and Family Agency TUSLA, An Garda Siochána and other parties in connection with allegations of abuse. All matters pertaining to child abuse concerns should be processed through the DLP.

C.B.S. Primary School Ennis will undertake an annual review of its Child Protection Policy and its implementation by the school. The checklist to be used in undertaking the review is included at **Appendix 1.**

The Board of Management shall make arrangements to inform school personnel that the review has been undertaken. Written notification that the review has been undertaken shall be provided to the Parent’s Association. A record of the review and its outcome shall be made available, if requested, to the patron and the Department of Education and Skills.

**Ratification of Policy**

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

This policy was adopted by the Board of Management on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairperson of the Board of Management. Principal.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of next review: April 2017.

**Appendix 1: Checklist for Annual Review of the Child Protection Policy. To be carried out at Board of Management Meeting. (Tick under Yes** or **No)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | 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’? | YES | NO |
|  | 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 | NO |
|  | Are there both a DLP and a Deputy DLP currently appointed? | YES | NO |
|  | Are the relevant contact details for the Child and Family Agency TUSLA and An Garda Síochána to hand? | YES | NO |
|  | Has the DLP attended available child protection training? | YES | NO |
|  | Has the Deputy DLP attended available child protection training? | YES | NO |
|  | Have any members of the Board attended child protection training? | YES | NO |
|  | Has the school’s child protection policy identified other school policies, practices and activities that are regarded as having particular child protection relevance? | YES | NO |
|  | Has the Board ensured that the Department’s ‘Child Protection Procedures for Primary and Post Primary Schools’ are available to all school personnel? | YES | NO |
|  | Does the Board have arrangements in place to communicate the school’s child protection policy to new school personnel? | YES | NO |
|  | 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 | NO |
|  | Since the Board’s last annual review, was the Board informed of any child protection  reports made to the Child and Family Agency TUSLA /An Garda Síochána by the DLP? | YES | NO |
|  | Since the Board’s last annual review, was the Board informed of any cases where the DLP sought advice from the Child and Family Agency TUSLA and as a result of this advice, no report to the Child and Family Agency TUSLA was made? | YES | NO |
|  | Is the Board satisfied that the child protection procedures in relation to the making of reports to the Child and Family Agency TUSLA / An Garda Síochána were followed? | YES | NO |
|  | Were child protection matters reported to the Board appropriately recorded in the Board minutes? | YES | NO |
|  | Is the Board satisfied that all records relating to child protection are appropriately filed and stored securely? | YES | NO |
|  | Has the Board ensured that the Parent’s Association has been provided with the school’s child protection policy? | YES | NO |