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| <p>ST. JOSEPH'S N.S.</p> <p>CHILD PROTECTION POLICY</p> |
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Introductory Statement

The staff, parents and management of St. Joseph's N.S. have developed and agreed this policy in line with the current recommendations and guidelines relating to child abuse prevention and child protection guidelines.

This policy addresses the responsibilities of the school in the following areas:-

- a) Prevention – curriculum provision
- b) Procedures - procedures for dealing with concerns / disclosures
- c) Practice - best practice in child protection

An individual copy of this policy document and the appended section from the Department of Education and Science Child Protection Guidelines and Procedures will be made available to all staff.

It is incumbent on all staff to familiarize themselves with 'Children First' and the DES child protection guidelines and procedures.

AIMS

This policy aims to

- Create a safe, trusting, responsive and caring environment
- Provide a personal safety skills education which specifically addresses abuse prevention for all children in the school
- Develop awareness and responsibility in the area of child protection amongst the whole school community
- Put in place procedures for good practice to protect all children and staff
- Ensure that all staff members are aware of and familiar with the 'Children First' and the DES guidelines and procedures in relation to reporting concerns and/or disclosures of child abuse.
- Promote ongoing training in this and related areas for all school staff

PREVENTION

The Stay Safe programme is the primary resource used in this school to provide education for children on abuse prevention. The programme is taught as part of the schools' SPHE curriculum under the strand unit Safety and Protection. On enrolment of their child parents will be informed that the Stay Safe programme is in use in the school and a copy of the Stay Safe 'A Parent's Guide' provided.

The formal lessons of the programme will be taught in their entirety every second year in accordance with the SPHE two-year cycle plan.

Staff will make every effort to ensure that the messages of the programme are reinforced whenever possible.

Issues considered :-

- Addressing the teaching of Stay Safe in a multicultural situation. Teachers will be cognizant of cultural differences.
- Teachers will take into consideration the abilities of each child and may modify programme accordingly.
- For special needs pupils - What use will be made of the Stay Safe pack for children with learning difficulties? Teachers will take into consideration the abilities of each child and may modify programme accordingly.
- The learning support teachers, home school community liaison co-ordinator, resource teachers, special needs assistant would be familiar with guidelines.

Information meetings for parents will be provided every second year.

Procedures:

All staff (Teachers, SNAs, ancillary, secretarial, caretaking etc.) in this school will follow the recommendations for reporting concerns or disclosures as outlined in 'Children First' and the Department of Education and Science document, 'Child Protection, Guidelines and Procedures'.

(See attached Appendix, pages 5 to 20 from the above DES guidelines)

The Board of Management of this school has appointed Geraldine Byrne as the Designated Liaison Person (DLP) and Anne Malone as the deputy DLP.

The staff and board of management of this school have identified the following as areas of specific concern in relation to child protection. Following discussion and consultation the staff and board of management have agreed that the following practices be adopted:

- a. Physical contact – As a prudent parent in normal circumstances
- b. Visitors / Guest Speakers: teacher remains with class at all times.
- c. Children with specific toileting/intimate care needs:
 - In all situations where a pupil needs assistance with toileting/intimate care, a meeting will be convened, after enrolment and before the child starts school
 - Parents, Guardians, Principal, Class Teacher, SNA, and if appropriate, the pupil, will attend.
 - The specific care needs of the child, and how the school will meet them, will be clarified
 - Personnel involved in this care will be identified
 - Provision for occasions when staffs are absent will be outlined (e.g. Substitute SNA's will not generally be involved in intimate care. Any change of personnel will be discussed with the pupil, if appropriate.
 - Two members of staff will be present when dealing with intimate care needs
 - Any changes will be discussed with parent/guardian and pupil and noted in writing to the pupil's file
 - As far as possible the pupil will be involved in identification of his/her personal requirements, wishes, changes etc.
 - A written copy of the agreement will be kept on the pupils file
 - Parents will be notified of any changes from agreed procedures
 - At all times the dignity and privacy of the pupil will be paramount in addressing intimate care needs
 - Staff will wear protective gloves
- d. Toileting Accidents:
 - At the junior infant induction meetings, the school procedures will be outlined to parents, as they will be asked to submit in writing specific wishes regarding toileting accidents.
 - A supply of clean underwear, wipes, track-suit bottoms etc will be kept in the school
 - In the first instance, the pupil will be offered fresh clothing to clean and change themselves
 - If, for any reason, the child is unable to clean or change themselves, the procedure outlined by parents will be followed.
 - If staff must clean/change the child, two members of staff, familiar to the child will attend to him/her.
 - Parents will be notified of these accidents
 - A record of the incident should be kept.
- e. One-to-one teaching - leave door ajar
- f. Changing for Games/PE/Swimming - children wear track suits to school on P.E. days

- g. Recruitment and selection of staff - Staff are asked at interview if they are familiar with Children First guidelines.
- h. General conduct - All staff are given a copy of Strategy Statement when they are employed.
- i. Supervision of pupils - Supervision rotas must be adhered to and it is the teacher's responsibility to ensure adequate cover if he/she knows they need to change rota. If teachers need to leave a class they must ensure that another adult supervises their class.

While every effort will be made to adhere to best practice as agreed and outlined above, in the event of an emergency where this is not possible or practicable a full record of the incident should be made and reported to the principal and parents.

Links to other policy / planning areas:

Prevention: SPHE curriculum, Strand Unit on 'Safety and Protection',
The School Code of Discipline

Procedures: Code of Behaviour
Health and Safety Statement.

Practice: Swimming Policy
School Tours / Outings

Review and Monitoring

This policy will be monitored and reviewed by the Board of Management of an annual basis and when the need arises.

Staff will be requested on a regular basis to review the school policy in this area and every effort will be made to ensure that the attention of all new staff is drawn to the school child protection policy.

The board of management will ensure that adequate training and support is provided for all staff.

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| Reviewed: | June 2016 |
| Signed: | _____ (Chairperson, BOM) |
| | _____ (Principal) |
| Next Review: | June 2017 |