

Coláiste Cois Siúire



Safeguarding Risk Assessment

Child Safeguarding Risk Assessment

Written Assessment of Risk of Coláiste Cois Siúire

In accordance with section 11 of the the Children First Act 2015, the Addendum to Children First (2019) and the Child Protection Procedures for Primary and Post-Primary Schools 2017 the combined stakeholders of Coláiste Cois Siúire have prepared the following statement of risk and potential harm for a child availing of the school services.

1. Hazard/Activity	2. The school has identified the following risk of harm in respect of its activities	3. The school has the following procedures in place to address the risks of harm identified in this assessment
One-to-one meetings with students including but not limited to: <ul style="list-style-type: none"> • One-to-one teaching • One-to-one counselling • Other one-to-one conversations/interactions deemed necessary to carry out the function of teaching and learning 	Risk of harm in one-to-one teacher-student situation	The school has in place a code of behaviour The school complies with the agreed disciplinary procedures for teaching staff as set out in the Teaching Council Professional Code of Conduct and in accordance with the terms and conditions specified by KCETB under contract of employment.
Supervision of students	Risk of harm to students in an unsupervised capacity before, during or after school, in rooms or other areas, or, on trips/activities outside of school.	The school, with due regard for the Law of Negligence, provides adequate supervision of children in the care of the school during opening times. Teachers, acting <i>in loco parentis</i> , exercise care for students as a careful parent would of his / her children". This legal principle is known as " in loco parentis " (in the place of the parent). The degree of supervision required of the teacher will vary with the circumstances and especially the age of the pupil.
Students leaving school grounds at lunch time	Risk of harm to students who leave school grounds at lunch time.	Third, fifth and sixth year students, and, second years students on Friday's (only) are currently permitted to leave school grounds to purchase lunch if they so wish.
Interaction between students including but not limited to: <ul style="list-style-type: none"> • Recreation breaks for students • Movement between classes 	Risk of harm due to inadequate supervision of students Risk of harm due to bullying of student Risk of student being harmed in the school by another student	The school ensures appropriate supervision of students during breaks. The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and Post-Primary Schools. The school has in place a code of behaviour for students.

<ul style="list-style-type: none"> • Use of toilets • Use of PE changing rooms • Outdoor teaching activities • Sporting and activities 	<p>Risk of harm due to inappropriate relationship/communications between a student and another student</p>	
<p>Daily arrival and dismissal of students</p>	<p>Risk of harm due to students entering and leaving school Risk of harm due to cars, buses and other vehicles moving to/from the school carpark and set-down area.</p>	<p>The school ensures appropriate supervision of students for daily arrival and dismissal as per the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills. The school communicates annually by letter with parents/guardians regarding the school's position outside of the times covered by the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills. In the case of children travelling by the School Bus, the school cannot accept responsibility for escorting them from the bus to the school or from the school to the bus. Parents who feel that their children may need to be escorted in these circumstances should make arrangements to ensure that some escort is provided</p>
<p>School outings including:</p> <ul style="list-style-type: none"> • Day trips • Activities/matches • Annual Sports Day • School trips involving overnight stay • School trips involving foreign travel 	<p>Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student is participating in out of school activities Risk of harm due to inadequate supervision of students while attending out of school activities</p>	<p>☐ The school ensures appropriate supervision of students for daily arrival and dismissal as per the allocation provided under the Supervision & Substitution Scheme of the Department of Education and Skills.☐ ☐ School management ensures that an adequate ratio of staff accompanies students on external school trips.</p>
<p>School transport arrangements</p>	<p>Risk of student being harmed while student is travelling to/from a school activity.</p>	<p>☐☐ Students are supervised on buses travelling to and from school activities. ☐☐ The school has in place a code of behaviour for students.</p>
<p>Management of challenging behaviour amongst students</p>	<p>Risk of student being harmed in the school by a member of school personnel Risk of student being harmed in the school by another student</p>	<p>☐☐ The school has in place a code of behaviour for students. ☐☐ School personnel shall adhere to the directions of their contract of employment, Teaching Council Professional Code of Conduct and any and all other legislative documents relative to their position in Coláiste Cois Siúire, not limited to Kilkenny and Carlow Education and Training Board (known as KCETB from herein) directives or DES circulars which may be furnished from time to time.</p>
<p>Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.</p>	<p>Risk of harm due to inadequate code of behaviour</p>	<p>☐☐ The school has in place a code of behaviour for students. This policy document is subject to periodic review by school stakeholders and is ratified by the school Board of Management.</p>

		<p>??The school has in place a mobile phone policy in respect of usage of mobile phones by students.</p> <p>??Students and parent(s)/guardian(s) are required to acknowledge their acceptance of the school's Code of Behaviour on enrolment to Coláiste Cois Siúire and, thereafter, by signing any amended/updated policy in the official school journal annually.</p>
Care of students with Special Educational Needs (SEN), including intimate care where needed.	<p>Risk of harm to students with SEN who have particular vulnerabilities</p> <p>Risk of harm to student while a student is receiving intimate care</p>	<p>??The school has a Special Educational Needs policy.</p> <p>??Parent(s)/Guardian(s) of students requiring intimate care (or students themselves who have reached 18 years) must make the school aware of any intimate care needs as soon as is practicable. The school shall, where possible with the existing resources made available to the school, make every effort to devise an intimate care plan that is grounded in the context of that student's needs. The ability of the school to provide resources amounting to what is consider an appropriate intimate care plan is limited by normalised annual resources.</p>
<p>Care of students with specific vulnerabilities/needs including:</p> <ul style="list-style-type: none"> • Students from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender plus (LGBT+) students and students perceived to be LGBT+ • Students of minority religions • Children in care • Children on CPNS 	<p>Risk of student being harmed in the school by another student</p> <p>Risk of harm due to bullying of student</p>	<p>The school has in place a code of behaviour for students.</p> <p>The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and Post-Primary Schools.</p>
Administration of Medicine		<p>The school does not administer medication to students unless there is a specific medical ailment requiring administration of medication, and/or, this administration may prevent additional harm occurring to a child as a result of a known medical condition. This is discussed on a case-by-case basis with parent(s)/guardian(s). Any required medication must be provided by parent(s)/guardian(s), labelled clearly with their child's name(s) and clear instruction should be provided as to how the medicines should be administered. The responsibility to notify the</p>

		school of a medical requirement and any necessary medication lies with the parent(s)/guardian(s). The responsibility to update the school of a medical requirement and any necessary medication lies with the parent(s)/guardian(s). The responsibility to keep up-to-date any necessary medication lies with the parent(s)/guardian(s).
Administration of First Aid		The school has in place procedures for the administration of First Aid. A number of staff members are trained in First Aid.
Curricular provision in respect of SPHE, RSE		The school implements in full the SPHE curriculum. The school has an RSE Policy. The school implements in full the Wellbeing Programme at Junior Cycle.
Participation by students in school-related ceremonies on school grounds or another location as deemed suitable by school management.	Risk of harm due to engaging with persons or materials in school or at external events outside of normalised day-to-day interoperability.	The school's code of behaviour and other related policies advise students as to what norms are expected in terms of behaviour, attitude, self-management and self-awareness. School management shall ensure that an appropriate ratio of teachers accompany students at all times in school and at external events. School management has an appropriate supervision schedule in place to cover the school campus during school hours.
Use of Information and Communication Technology by students in school	Risk of harm due to students inappropriately accessing/using computers, social media, phones and other devices while at school. Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link, students being left unsupervised for long periods of time in breakout rooms	The school has in place an ICT policy in respect of usage of ICT by students (School Acceptable Usage Policy). This is published in the school journal and displayed in all classrooms. Staff have received specific training in relation to the use of 0365 and Teams/OneNote for the purposes of remote teaching, learning, assessment and reporting.
Use of Information and Communication Technology by staff	Risk of harm caused by member of school personnel communicating with students in an inappropriate manner via social media, texting, digital device or other manner Risk of harm caused by member of school personnel accessing/circulating inappropriate material via social media, texting, digital device or other manner	The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel School Personnel are required to adhere to the Child Protection Procedures for Primary and Post-Primary Schools 2017 and all registered teaching staff are required to adhere to the Children First Act 2015.

		School personnel are expected to adhere to the Teaching Council's Professional Code of Conduct. The school complies with the agreed disciplinary procedures for teaching staff as set out by KCETB.
Students from the school participating in work experience external to the school	Risk of student being harmed by a member of staff of another organisation or other person while student participating in work experience	Parent(s)/guardian(s) are required to sign their consent to their child taking the placement detailed on the Work Placement Details Form.
Third level student teachers / students undertaking training placement in school	Risk of student being harmed in the school by a third-level work placement student/student teacher.	All third-level student work placement students are Garda vetted through KCETB or their own University/Institute of Technology prior to commencing their placement. The school will provide work placement students/student teachers with a copy of the school's Student Safeguarding Statement The Child Protection Procedures for Primary and Post-Primary Schools 2017 will be made available to all work placement students/student teachers.
Fundraising events involving students	Risk of harm due to inadequate supervision of students	The school ensures appropriate supervision of students during fundraising events
Use of video/photography/other media to record / at school events	Risk of harm due to non-consensual sharing of students' images	Students are not permitted to video events within school premises. The school undertakes a GDPR-compliant check on all students and requires parental/guardian consent (or student consent for those students over 18 years) for use of images in accordance with KCETB GDPR policy.
Use of student images for PR purposes	Risk of harm due to non-consensual sharing of students' images	The school undertakes a GDPR-compliant check on all students and requires parental/guardian consent (or student consent for those students over 18 years) for use of images in accordance with KCETB GDPR policy.
Recruitment of school personnel including but not limited to: <ul style="list-style-type: none"> • Teachers • SNAs • Admin staff • Caretaker • Hygiene team • Part-time teaching staff 	Risk of student being harmed in the school by a member of school personnel who has not been Garda Vetted.	KCETB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel. All new staff are provided with a copy of the school's Student Safeguarding Statement The school encourages staff to avail of relevant

		training
Use of external personnel to supplement curriculum and / or support sports and other extra- curricular activities; <ul style="list-style-type: none"> • Sports coaches • External Tutors/Guest • Speakers • Volunteers/Parents in school activities 	Risk of student being harmed in the school by volunteer or visitor to the school	The school adheres to KCETB policy surrounding the use of external persons to supplement delivery of the curriculum and/or provide additional instruction deemed to be relevant to the educational benefit of the students. Parents/Guardians who volunteer to assist with school work are required to undergo Garda Vetting through KCETB.
After school use of school premises by other organisations		The school does not currently permit the use of facilities in this regard.
Non-curricular related visitors / contractors present in school during school hours	Risk of student being harmed in the school by a visitor/contractor to the school	The school has a Health and Safety policy. The school adheres to KCETB policy surrounding the use of external persons to supplement delivery of the curriculum and/or provide additional instruction deemed to be relevant to the educational benefit of the students.
Non-curricular related visitors / contractors present during after school activities	Risk of student being harmed in the school by a visitor/contractor to the school	The school has a Health and Safety policy. The school adheres to KCETB policy surrounding the use of external persons to supplement delivery of the curriculum and/or provide additional instruction deemed to be relevant to the educational benefit of the students.
Reporting	Risk of harm not being recognised by school personnel Risk of harm not being reported properly and promptly by school personnel	The school has provided each member of school staff with a copy of the school's Student Safeguarding Statement The Child Protection Procedures for Primary and Post-Primary Schools 2017 are made available to all school personnel. All school personnel are required to adhere to these procedures and all registered teaching staff are required to adhere to the Children First Act 2015. The school requires staff to avail of relevant TUSLA training and furnish management with a certificate of compliance in advance of commencing any work(s) in the school community. The school requires management to avail of additional PDST Child Protection training and certification. The school complies with the agreed disciplinary procedures for teaching staff as set out in the Teaching Council Professional Code of

		Conduct and in accordance with the terms and conditions specified by KCETB under contract of employment.
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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 2017*

Appendix 1 – Risk Assessment Pertaining to COVID-19

Risk Assessment Conducted By: Lisa Carroll of Worksafe Solutions

Risk Assessment Approved By: Conor Power, Principal

Date of Risk Assessment: 30th October 2020

Date of Approval: 30th October 2020

Risk Assessment Area / Activity: Covid-19 Measures

Revised: 31st August 2021

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
Covid-19 Policy and Response Plan	<ul style="list-style-type: none"> • employees and students not aware of the content of the Covid-19 Policy or Response Plan • employees not completing their workplace declarations • unauthorized access by visitors to the school / visitors not being logged on entry to or exit from the school for contact tracing purposes 	Employees Students	Medium	<ul style="list-style-type: none"> • Covid-19 Policy is in place and signed by the KCETB Chief Executive. It is clearly set out in Section 1 of our Covid-19 Response Plan. • Our Covid-19 Response Plan has been prepared in line with Government National Protocol for Employers and Workers and the Department of Education and Skills 'Covid-19 Response Plan for the Safe and Sustainable Reopening of Post Primary Schools'. • All employees have access to the KCETB Covid-19 Response Plan on the main KCETB website. • All employees and students have access to our own school specific Covid-19 Response Plan at all times. • All employees were trained in the content of the Covid-19 Response Plan as part of their KCETB Covid-19 Return to Education Induction video as well as at their site specific induction on return to 	Low	Principal All employees All students

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
Covid-19 Policy and Response Plan cont'd				<p>the school.</p> <ul style="list-style-type: none"> All employees completed their workplace declarations prior to their return to the school. Parents/guardians of all students have been advised that students must not attend school if they are feeling unwell/displaying symptoms of Covid-19, have travelled abroad, have been advised by the HSE to self-isolate. Visitor access is by appointment only, log of all visitors is maintained. 		
Hand Hygiene	<ul style="list-style-type: none"> lack of awareness amongst employees, students, visitors lack of hand wash / sanitising facilities <ul style="list-style-type: none"> use of incorrect hand sanitiser if not keeping abreast of current HSE/Dept of Agriculture guidelines 	Employees Students Visitors	High	<ul style="list-style-type: none"> All employees are trained in correct hand wash technique and hand sanitising technique as part of KCETB Return to Education Induction video. All students trained in correct hand wash technique and hand sanitising as part of our school specific student Covid-19 induction. Hand sanitising units provided at all entry and exit points, inside all classrooms, outside all toilets and in other strategic locations in the school. 	Low	Principal All employees All students

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
	<ul style="list-style-type: none"> Lack of signage on hand sanitising units describing contents 			<ul style="list-style-type: none"> All sinks have wall mounted soap dispenser fitted and either paper hand towels or hand blow dryer. Hand wash signage displayed in all toilet facilities / at all sinks. Reminders to use hand sanitizer at all sanitising locations. <ul style="list-style-type: none"> Keep up to date with current advised/sanctioned hand sanitising products Stickers placed on all hand sanitising dispensers to accurately display contents 		
Physical Distancing Physical Distancing cont'd	<ul style="list-style-type: none"> classrooms not set out to in line with DES physical distancing requirements employees and students not aware of physical distancing requirements in the school / classrooms / canteen Access to school by visitors/parents not restricted/recorded for contact tracing purposes 	Employees Students Visitors	High	<ul style="list-style-type: none"> All classroom settings are set out in line with the DES Framework to Maintain Physical Distancing in the Classroom in Post Primary. Signage is clearly displayed on each classroom door to state the number of students permitted in the classroom. Signage is displayed to clearly advise of maximum numbers permitted to use canteen and toilet facilities at any one time. 	Low	Principal All employees All students

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
				<ul style="list-style-type: none"> • Physical distancing signage displayed at all building entry points and throughout the building. • All employees and students informed of physical distancing requirements in the building, in classrooms and in communal areas. • One way access systems and keep left / keep right systems around the school building are clearly sign-posted and marked out on the ground. • Access to school restricted and sanctioned access recorded for contact tracing purposes 		
Respiratory Hygiene	<ul style="list-style-type: none"> • employees, students, visitors not aware of correct respiratory hygiene • provisions not available to practice good respiratory etiquette 	Employees Students Visitors	High	<ul style="list-style-type: none"> • Tissues are available in offices, classrooms and canteens for employee and student use. • All employees and students informed of good respiratory etiquette practices as part of their video induction and site specific induction on return to the building. • Respiratory hygiene signage is clearly displayed around the building to remind all employees, students and visitors to practice good respiratory hygiene. • Pedal bins are available in all classrooms for the disposal of tissues and disposable face masks. 	Low	Principal All employees All students

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
Respiratory Hygiene cont'd						
Wearing of Face Coverings	<ul style="list-style-type: none"> • employees, students, visitors not aware of correct mask etiquette • employees, students, visitors refusing to wear a mask • employees or students not having access to face masks if they accidentally forget theirs 	Employees Students Visitors	High	<ul style="list-style-type: none"> • Cloth face covering is required to be worn by all employees, students and visitors once they are inside the building, in the inner courtyard area of the school or in the outside hallways moving between WCs/social areas and in the case of some school based activities where physical distancing cannot be maintained. • Cloth face coverings are required to be worn in addition to maintaining physical distancing requirements. • Teachers were trained in how to wear a face mask correctly as part of their KCETB video induction programme. • Students were shown how to wear a face mask correctly as part of their induction on return to the classroom. • Students are regularly reminded by teachers in how to wear their face masks correctly. • Signage demonstrating how to wear a face mask correctly is posted around the school in clearly visible locations. 	Low	Principal All employees All students All Visitors

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
Wearing of Face Coverings cont'd				<ul style="list-style-type: none"> • Our school requirements around the wearing of cloth face coverings and any specific exemptions is clearly set out in section 10.3 and 10.4 of our Covid-19 Response Plan. • We have provided our employees and students with face coverings. In addition, a stock of disposable face masks is available from the office for any employee or student who might forget to bring theirs with them to school on a given day. • Employees, students or visitors who refuse to wear a cloth face covering without providing a valid medical cert from a registered GP, will not be permitted to enter/remain in the building. 		
Communication and Consultation with employees	<ul style="list-style-type: none"> • information not made available on role of lead worker representative (LWR) • LWR not appointed for the premises • LWR not trained in consultation & communication measures with employees & management • formal communication / consultation measures 	Employees Students	Medium	<ul style="list-style-type: none"> • All employees were sent an invite to submit their nomination for role of LWR if they so wished in line with Appendix 3 of DES Covid-19 Response Plan. LWR's have been appointed with the names of our LWR's clearly set out in Section 3.2 of our Covid-19 Response Plan. • KCETB have provided a 3 hour training programme to all appointed LWR's and their Principals so that they fully understand their role as LWR and the importance of a collaborative approach between all parties. 	Medium	Principal LWR's

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
Communication and Consultation with employees cont'd	<ul style="list-style-type: none"> not agreed between management and LWR's employees not aware of who their LWR is 			<ul style="list-style-type: none"> Weekly formal meeting to take place between LWR and Principal / School Management Team to review and discuss covid-19 related matters. LWR to go directly to the Principal at any time outside of the weekly meetings where an urgent covid-19 matter arises. LWR will conduct a minimum of twice weekly inspections of the workplace, all inspections will be documented. Names of our appointed and trained LWR's were advised to all employees as part of their site specific induction on return to the building. 		
Provision of Training & Information to Employees & Students	<ul style="list-style-type: none"> employees or students did not attend / receive Covid-19 induction employees or students did not get information on building changes on their return information not provided to employees or students on Covid-19 policy or 	Employees Students	High	<ul style="list-style-type: none"> All employees completed their KCETB Covid-19 Return to Education Induction prior to their returning to the school. On their return they also received our site specific induction to introduce the new changes / layouts / procedures in the school with regards to Covid-19. All students were provided with their Covid-19 induction on the morning of their return to the classroom. 	Low	Principal All employees All students

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
	<p>response plan</p> <ul style="list-style-type: none"> employees or students not aware of the location of the isolation area (known as 'Sick Bay') or action to take if an employee or student feels unwell during the day while in school 			<ul style="list-style-type: none"> A copy of our Covid-19 Policy & Response Plan is available to all employees and students. All employees have been advised to maintain their personal contact logs on a daily basis for contact tracing purposes if required by the H.S.E. Student attendance is registered digitally by teachers at the beginning of every class during the day. Students are advised to immediately notify their teacher if they feel unwell during the day. Designated isolation / first aid room is in place in the school, all employees and students are aware of its location. All employees have been trained in the action to take if a student needs to be brought to the isolation area (known as 'Sick Bay') during the school day or, if any employee is feeling unwell and needs to go to the isolation area (known as 'Sick Bay'). 		
Cleaning & Sanitisation	<ul style="list-style-type: none"> Cleaning & sanitising supplies not readily available to employees and students 	Employees Students Cleaning Personnel Visitors	High	<ul style="list-style-type: none"> Sanitising spray / wipes provided in all classrooms and around the school. These will be kept stocked up at all times and supplies checked as part of the twice weekly inspections by the LWR. 	Low	Principal All employees All students

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
	<ul style="list-style-type: none"> • Employees and students not aware of sanitising routines that they must follow • Cleaning provisions not set up with cleaning personnel • Sanitiser as a flammable substance (+70% alcohol) • Sanitiser as a slipping hazard • Effectiveness of cleaning solutions eroded/diluted by time/ineffective use • Contents of cleaning solution not clearly labelled in each instance. 			<ul style="list-style-type: none"> • All employees and students informed of the required sanitising routines as part of their video inductions as well as part of the site specific induction on their return to the school ie: sanitising their desks at the end of each class, sanitising equipment used etc. • Requirement for cleaning and sanitising by employees and students is clearly set out in Section 12.1 of our Covid-19 Response Plan. • Additional hours have been provided to personnel to ensure cleaning regimes are maintained in line with Covid-19 requirements. • Position of sanitiser dispensers in rooms not near any source of flame. Secure storage of sanitiser stocks. • Daily checking of sanitiser dispensers for leaks/drips that may cause slipping hazard. • All staff fully versed in the correct protocol around replenishing stocks of PPE for classrooms • Contents of cleaning solution clearly labelled in each instance. 		Cleaning personnel
		Employees	Medium		Low	

HAZARD/ ACTIVITY	RISK	WHO IS AT RISK	Pre Risk Rating	CONTROL MEASURES TO BE IMPLEMENTED	Post Risk Rating	BY WHOM
<p>Keeping up to date with Government / Department Advice and Guidelines on Covid-19</p> <p>Keeping up to date with Government / Department Advice and Guidelines on Covid-19 cont'd</p>	<ul style="list-style-type: none"> Working with out of date information therefore providing incorrect information to employees and students with regards to Covid-19 	Students Visitors		<ul style="list-style-type: none"> KCETB Covid-19 Business Continuity Team monitor Covid-19 advice and guidance from the government and department on a daily basis. Advice from the Business Continuity Team is then passed on by the Director of Schools to all Principals so that they in turn can update their management teams and LWR's who in turn will pass the information on to employees and students. Principals in consultation with their LWR's will update the Covid-19 Response Plan where required with the updated guidance and re-issue copies to all employees via MS teams. Teachers / SNA's then in turn will inform their students of updated guidance as required. Actioned updated government advice regarding COVID-19 control measures. 		<p>KCETB Business Continuity Team</p> <p>Director of Schools</p> <p>Principals</p> <p>All employees</p> <p>All students</p>

This COVID-19 risk assessment is to be reviewed at least monthly by the Principal and Lead Worker Representative to ensure it remains accurate to current or future guidance with regards to Covid-19 measures in schools.

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 school and to ensure that adequate procedures are in place to manage all risks identified. The Board of Management recognises that it may not possible to foresee and remove all risk of harm and, as such, the school has in place the policies and procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

This risk assessment has been completed and ratified by the Board of Management on 7th October 2021. It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement. Date of next review: September 2022.

Signed: 

Date: 7th October 2021

Chairperson of Board of Management

Signed: 

Date: 7th October 2021

Principal