

# St. Cronan's Junior National School



## One to One Teaching Policy

### Policy Summary Details

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<b>Policy Title</b>	One to One Teaching Policy
<b>Date Written</b>	March 2024
<b>Date Ratified by BOM</b>	03/03/2025
<b>Review Date</b>	March 2026



The physical structure of **St. Cronan's Junior National School** allows one to one teaching to take place in a safe way for both the teacher and the pupil that is also conducive to learning.

In situations where one-to-one teaching or supervision takes place, every effort is made to ensure that it takes place in an open environment:

\*Some rooms contain a glass panel on the door and windows

This allows the teacher and the pupil to see out of the room if they require assistance. In an environment where the above guidelines are not possible (e.g.: The Den, The Computer Room) the door should be kept open.

The exception is the sensory room in the exercise room – this is a solid door which must be closed for the lights to be effective. Another adult should be aware when a child/adult enters/leaves the sensory room.

**Timetables** are drawn up by the Special Education Teacher a copy of which will be given to the principal and will be on display in the classroom. Any work being carried out by our Special Needs Assistants will be carried out under the direction of the class teacher.

The Principal is responsible for ensuring that any visitors who are to work with children on a 1:1 basis are appropriately vetted, (e.g. HSE nurse, Psychologist, SENO etc...). Substitute teachers are Garda vetted and therefore follow the SET timetable and continue with one to one teaching as timetabled.

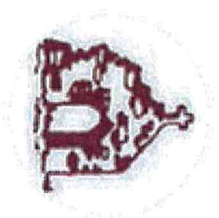
All children learn best in different ways and as highly trained professionals, teachers are able to adapt their teaching approach and the physical environment of the classroom to help each individual child to reach their full potential.

This policy will be reviewed as part of the Child Protection Policy each year. This policy was presented to the Board of Management and ratified in March 2025

Mary-Liz Donaghue  
Chairperson BOM

Edel Blake  
Principal

# St. Cronan's Junior National School



## Child Safeguarding Statement and Risk Assessment

### Policy Summary Details

Policy Title	Child Safeguarding & Risk Assessment
Date Written	March 2024
Date Ratified by the Board of Management	3 <sup>rd</sup> March 2025
Review Date	March 2026

## Child Safeguarding Statement and Risk Assessment Template

### Child Safeguarding Statement

St. Cronan's Junior National School is a primary school providing primary education to pupils from Junior Infants to Second Class.

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 \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of St. Cronan's Junior National School has agreed the Child Safeguarding Statement set out in this document.

- 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 (revised (2023))* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Edel Blake
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Sarah Boylan
- 4 The Relevant Person is Edel Blake  
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. In a school setting the relevant person shall be the designated liaison person.)
- 5 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, procedures, practices and activities. In its policies, procedures, practices and activities, the school 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 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 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.

#### 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, the school adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the [gov.ie](http://gov.ie) website.
- In relation to the selection or recruitment of staff and their suitability to work with children, the school 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 the [gov.ie](http://gov.ie) website.
- 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 school-
  - Has provided each member of staff with a digital copy of the school's Child Safeguarding Statement
  - Ensures all new staff are provided with a digital copy of the school's Child Safeguarding Statement
  - Encourages staff to avail of relevant training
  - Encourages Board of Management 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 school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.

- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. A written assessment setting out the areas of risk identified and the school'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's website, the [gov.ie](http://gov.ie) website or will be made available on request by the school.

**Note:** The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) 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 22<sup>nd</sup> March 2023

This Child Safeguarding Statement was reviewed by the Board of Management on 3<sup>rd</sup> March 2025.

Signed: Mary-Kate Donaghy Signed: Edel Pycke  
Chairperson of Board of Management Principal/Secretary to the Board of Management

Date: 03.03.2025 Date: 3.03.25

## Child Safeguarding Risk Assessment

### Written Assessment of Risk of St Cronan's Junior National School

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools 2017*, the following is the Written Risk Assessment of St. Cronan's Junior National School.

1. List of school activities	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 -
<ul style="list-style-type: none"> <li>*Daily arrival and dismissal of pupils</li> <li>*Recreation breaks for pupils</li> <li>*Classroom teaching</li> <li>*One-to-one teaching</li> <li>*One-to one learning support</li> <li>*Outdoor teaching activities</li> <li>*Online teaching and learning remotely</li> <li>*Sporting Activities</li> <li>*School outings</li> <li>*Annual Sports Day</li> <li>*Fundraising events involving pupils</li> <li>*Use of off-site facilities for school activities -Church, pitches, The Ward River Valley, Playground, Swords Castle</li> <li>*School transport arrangements including use of bus escorts</li> </ul>	<ul style="list-style-type: none"> <li>*Risk of harm not being recognised by school personnel</li> <li>*Risk of harm not being reported properly and promptly by school personnel</li> <li>*Risk of child being harmed in the school by a member of school personnel</li> <li>*Risk of child being harmed in the school by another child</li> <li>*Risk of child being harmed in the school by volunteer or visitor to the school</li> <li>*Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip</li> <li>*Risk of harm due to inappropriate use of online remote teaching and learning communication platform such as an uninvited person accessing the lesson link.</li> </ul>	<ul style="list-style-type: none"> <li>*All school personnel are provided with a digital copy of the school's <i>Child Safeguarding Statement</i></li> <li>*The <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> are made available to all school personnel</li> <li>*School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools 2017</i> and all registered teaching staff are required to adhere to the <i>Children First Act 2015</i> and it's Addendum (2019)</li> <li>*The school implements in full the Stay Safe Programme</li> <li>*The school implements in full the SPHE curriculum</li> <li>*The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i></li> </ul>

<ul style="list-style-type: none"> <li>*Care of children with special educational needs, including intimate care where needed</li> <li>*Management of challenging behaviour amongst pupils, including appropriate use of restraint where required</li> <li>*Management of provision of food and drink</li> <li>*Administration of Medicine</li> <li>*Administration of First Aid</li> <li>*Curricular provision in respect of SPHE, RSE, Stay Safe</li> <li>*Prevention and dealing with bullying amongst pupils</li> <li>*Training of school personnel in child protection matters</li> <li>*Use of external personnel to supplement curriculum</li> <li>*Use of external personnel to support sports and other extra-curricular activities</li> <li>*Care of pupils with specific vulnerabilities/ needs such as               <ul style="list-style-type: none"> <li>-Pupils from ethnic minorities/migrants</li> <li>-Members of the Traveller community</li> <li>-Lesbian, gay, bisexual or transgender (LGBT) children</li> <li>-Pupils perceived to be LGBT</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>*Risk of harm due to bullying of child</li> <li>*Risk of harm due to racism</li> <li>*Risk of harm due to inadequate supervision of children in school</li> <li>*Risk of harm due to inadequate supervision of children while attending out of school activities</li> <li>*Risk of harm due to inappropriate relationship/communications between child and another child or adult</li> <li>*Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</li> <li>*Risk of harm to children with SEN who have particular vulnerabilities, including medical vulnerabilities</li> <li>*Risk of harm to child while a child is receiving intimate care</li> <li>*Risk of harm due to inadequate code of behaviour</li> <li>*Risk of harm in one-to-one teaching, counselling, coaching situation</li> <li>*Risk of harm caused by member of school personnel communicating with pupils in an inappropriate manner via social media, texting, digital device or other manner</li> <li>*Risk of harm caused by member of school personnel accessing/circulating</li> </ul>	<ul style="list-style-type: none"> <li>*The school has a yard/playground supervision rota to ensure children are supervised during break times</li> <li>*The school has in place a policy and clear procedures in respect of school outings</li> <li>*The school has a Health and safety policy</li> <li>*The school adheres to the requirements of the Garda vetting legislation and relevant DE circulars in relation to recruitment and Garda vetting</li> <li>*The school complies with the agreed disciplinary procedures for teaching staff</li> <li>*The school has a Special Educational Needs policy</li> <li>*The school has an intimate care policy/plan in respect of students who require such care – this plan is discussed with parents/guardians and stored in their file.</li> <li>*The school has in place a policy and procedures for the administration of medication to pupils</li> <li>*The school –               <ul style="list-style-type: none"> <li>-Has provided each member of school staff with a digital copy of the school's Child Safeguarding Statement</li> <li>-Ensures all new staff are provided with a digital copy of the school's Child Safeguarding Statement</li> <li>-Encourages staff to avail of relevant training</li> </ul> </li> </ul>
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<ul style="list-style-type: none"> <li>-Pupils of minority religious faiths</li> <li>-Children in care</li> <li>-Children on CPNS</li> <li>-Children with medical needs</li> <li>*Recruitment of school personnel including             <ul style="list-style-type: none"> <li>-Teachers/SNA's</li> <li>-Caretaker/Secretary/Cleaners</li> <li>-Sports coaches</li> <li>-External Tutors/Guest Speakers</li> </ul> </li> <li>-Volunteers/Parents in school activities</li> <li>-Visitors/contractors present in school during school hours</li> <li>-Participation by pupils in religious ceremonies</li> <li>-Use of Information and Communication Technology by pupils in school</li> <li>-Application of sanctions under the school's Code of Behaviour</li> <li>-Students participating in work experience in the school</li> <li>-Student teachers undertaking training placement in school</li> <li>-Use of video/photography/other media to record school events</li> <li>-Use of wheelchair accessible toilets for intimate care – out of use</li> </ul>	<p>inappropriate material via social media, texting, digital device or other manner</p>	<ul style="list-style-type: none"> <li>-Encourages board of management members to avail of relevant training</li> <li>-Maintains records of all staff and board member training</li> <li>*The school has in place a policy and procedures for the administration of First Aid</li> <li>*The school has in place a code of behaviour for pupils</li> <li>*The school has an Acceptable Use Policy in place, to include provision for online teaching and learning remotely, and has communicated this policy to parents</li> <li>*The school has in place a policy governing the use of smart phones and tables devices in the school by pupils as per circular 38/2018</li> <li>*The school has in place a Critical Incident Management Plan</li> <li>*The school has in place procedures for the use of external persons to supplement delivery of the curriculum</li> <li>*The school has in place procedures for the use of external sports coaches</li> <li>*The school has in place clear procedures for one-to-one teaching activities</li> <li>*The school has in place procedures in respect of student teacher placements</li> <li>*The school has in place procedures in respect of students undertaking work experience in the school</li> </ul>
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wheelchair accessible shower in the room. -Use of the Sensory Cubbie -Use of the Climbing Wall		*The school has clearly displayed guidelines for safe use of the climbing wall which is only allowed to be used under direct adult supervision. A monthly safety check is completed by 2 staff members.
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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 (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 school 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 school has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.