

CTI Clonmel



Raheen College & Gaelcholáiste Chéitinn



September 2026

Child Safeguarding Statement & Risk Assessment



Rialtas na hÉireann
Government of Ireland



Có-mhainithe ag an
Aontas Eorpach

Co-funded by the
European Union

Policy Area	Schools
Document Reference number	CTI/CH.SAFE/061/0
Version	2
Document Drafted by	Central Technical Institute Clonmel
Date previous version: adopted by SLT noted by TETB	22 October 2025 09 December 2025
Date Reviewed / Amended by School	September 2026
Date Reviewed / Ratified by BOM	23 September 2026
Date noted / to be noted by TETB	27 October 2026
Policy Review Date	Annually
Date of Withdrawal of Obsolete Document	23 September 2026 Document Ref. No. CTI/CH.SAFE/O6t/ 4 Version No. 1

Child Safeguarding Statement

CTI Clonmel is a post-primary school providing post-primary education to pupils from First Year to Leaving Certificate.

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 2017](#), [the Addendum to Children First \(2019\)](#), the [Child Protection Procedures for Primary and Post Primary Schools \(revised 2023 and 2025\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of CTI Clonmel (incorporating Raheen College & Gaelcholáiste Chéitinn) 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 & 2025) as part of this overall Child Safeguarding Statement.
- 2 The Designated Liaison Person (DLP) is Dominic Walsh
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Ursula Mullins.
- 4 The Relevant Person is Dominic Walsh
- 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 its Addendum (2019) 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:

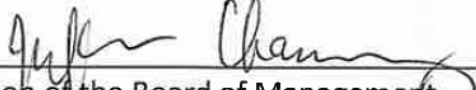
- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the Child Protection Procedures for Primary and Post-Primary Schools (revised 2023) and (2025) and to the relevant agreed disciplinary procedures for school staff which are published on the DES 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 DES and available 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 copy of the school's Child Safeguarding Statement
 - Ensures all new staff are provided with a 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) and (2025), including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015 and its Addendum (2019).
- In this school the Board has appointed the above named DLP as the "relevant person" (as defined in the Children First Act 2015) to be the first point of contact in respect of the school's child safeguarding statement.
- 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 its Addendum (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 attached as an appendix to these procedures.
- The various procedures referred to in this Statement can be accessed via the school's website, the DES website or will be made available on request by the school.

7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' 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 of Education 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 23/09/26

This policy was adopted by the Board of Management on 23/9/26 [date]

Signed: 
Chairperson of the Board of Management

Signed: 
Principal

Date: 28/9/26

Date of next review: _____

Child Safeguarding Risk Assessment

Written Assessment of Risk of CTI Clonmel (incorporating Raheen College & Gaelcholáiste Chéitinn)

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* (revised 2023) and (2025), the following is the Written Risk Assessment of CTI Clonmel (incorporating Raheen College & Gaelcholáiste Chéitinn)

	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 -
1	Interactions between staff and students including but not limited to: • Classroom teaching • Homework club/evening study • Outdoor teaching activities • Sporting Activities	• Risk of student being harmed in the school by a member of school personnel • Risk of harm due to inappropriate relationship/communications between a student and staff	• The school has provided and informed each member of school staff with a copy of the school's Student Safeguarding Statement via email, and this is also available on the school website. • The <i>Child Protection Procedures for Primary and Post-Primary Schools</i> revised 2023 and 2025 have been provided to all school personnel • School Personnel shall adhere to the <i>Child Protection Procedures for Primary and Post-Primary Schools</i> revised 2023 and all registered teaching staff shall adhere to the <i>Children First Act 2015 and its Addendum (2019)</i>. • School personnel shall adhere to the Teaching Council's Code of Conduct (2016).

	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 –
2	Interaction between students including but not limited to: • Dismissal of Class • Recreation breaks for students • Movement between classes, access and egress to and from classrooms • Use of toilets • Use of showers • Outdoor teaching activities • Sporting Activities	• Students unsupervised during timetable classes • Risk of harm due to inadequate supervision of students • Risk of harm due to bullying of student • Risk of harm due to racism • Risk of harm due to the fact that there are showers in the changing rooms. • Risk of student being harmed in the school by another student • Risk of harm due to inappropriate relationship/communications between a student and another student	• Teachers informed that they must supervise students for the duration of their timetable • The school ensures appropriate supervision of students during breaks. Schedule approved by the BOM • The school has a Bí Cineálta Policy which fully adheres to the requirements of the Department's <i>Bí Cineálta Procedures for Primary and Post-Primary Schools</i> • The school undertakes anti-racism awareness through CSPE classes covering Rights and Responsibilities, Human Dignity, Interdependence and Development. • The school has in place a code of behaviour for students • Showers are not used for PE classes

	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 -
3	Students' arrival (access) to school facility	● Risk of harm due to inadequate supervision of students entering and leaving school.	● The school ensures appropriate supervision of students for daily arrival and dismissal from 8:15 am -15:30pm Monday through Thursday and 8:15am to 14:00pm Friday as per the allocation provided under the Supervision & Substitution Scheme of the Department of Education.
4	Students travelling between 2 campuses.	● Risk of harm due to the fact that CTI Clonmel is a two-campus school and students may have to crossroads to access sports facilities, some classes and events in either of the campuses	● The school has put in place a protocol whereby at least 1 staff member accompany every junior group who move from one building to the other.
5	Mixing of students between Further Ed and Secondary school.	● Risk of harm due to the fact that The Mall campus is shared between adult and secondary school learners	● The school has put in place measures to ensure that the mixing of students from second level and Further Ed are minimised. Furthermore, separate entrances are used, separate canteen access points are used, and Further Ed and secondary school base classrooms have different coloured doors so that it is obvious which rooms are for which cohort.

	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 –
6	Dismissal of students/leaving school facility	● Risk of harm due to being unsupervised	● Per Code of Behaviour students may only sign out with a parental/ guardian permission during the school day (unless over 18). ● If student being sent home must be released into care of parent/guardian or nominated person with parental/guardian consent. ● If a student leaves without permission during timetabled time – parents/guardians are contacted.
7	One-to-one teaching	● Risk of harm in one-to-one teaching situation	● The school has in place a policy and procedures for one-to-one teaching with students as part of our inclusion policy. ● School Management endeavours that all classrooms, meeting rooms have a glass panel in the door and that, where possible the teacher will leave the door open. The student will always sit in view of the open door/glass pane. ● All teachers are garda vetted and as members of the teaching council are governed by their Code of Conduct (2016).
8	One-to-one counselling	● Risk of harm in one-to-one counselling situation	● The school adheres to procedures in place for one-to-one counselling with students. ● School Management endeavours that all classrooms, meeting rooms have a glass panel in the door and that, where possible the teacher will leave the door open. The student will always sit in view of the open door/glass pane. ● All teachers are garda vetted and as members of the teaching council are governed by their code of ethics.

	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 -
9	School outings	● Risk of student being harmed by a member of school personnel, a member of staff of another organisation or other person while student participating in out of school activities ● Risk of harm due to inadequate supervision of students while attending out of school activities	● The school follows our Educational Tours Policy and clear procedures in respect of same. ● School Management endeavours that all personnel who may be involved with students have up to date vetting in place. An adequate supervision rota is put in place to ensure that students are supervised while attending out of school activities. ● All teachers are garda vetted and as members of the Teaching Council are governed by their Code of Conduct (2016).
10	School trips involving overnight stay	● Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ● Risk of harm due to inadequate supervision of students while attending out of school activities	● The school has a comprehensive Educational Tours Policy which is reviewed regularly. A risk assessment is carried out before any students go on a foreign trip and the school personnel accompanying students are briefed on the protocol to follow in the event of an emergency. ● An Information pack is also provided for parents and pupils. ● The school has in place an Educational Tours Policy and clear procedures in respect of same.

	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 –
11	School trips involving foreign travel	● Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities ● Risk of harm due to inadequate supervision of students while attending out of school activities	● All teachers are garda vetted and as members of the teaching council are governed by their code of ethics. ● The school observes all current guidelines and notices from the Department of Education and the Department of Foreign Affairs regarding threat levels in other jurisdictions. ● The school has put in place a comprehensive Educational Tours Policy which is reviewed regularly. In compliance with Tipperary Education Training Board (TETB) requirements, a risk assessment is carried out before. ● Parents must provide up to date relevant medical reports and the school personnel accompanying students are briefed by parents, on the protocol to follow in the event of an emergency. This is recorded in minutes by the tour organiser and signed by parents and tour organiser. ● An adequate supervision roster is put in place to ensure that students are supervised while attending out of school activities. ● An AUP policy is in place, which govern the use of electronic devices in the school. These also refer to the standards expected of students in relation to their use of social media. ● All teachers are garda vetted and as members of the teaching council are governed by their code of ethics. ● Review following each tour-by-tour Coordinator. ● Annual review by the Senior Leadership Team.

	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 –
12	Use of off-site facilities for school activities	• Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities • Risk of harm due to inadequate supervision of students while attending an off-site facility	• The school has in place an Educational Tours Policy and clear procedures in respect of same. • Supervised by a member of staff while on these activities. • An adequate supervision roster is put in place to ensure that students are supervised while attending out of school activities.
13	Annual Sports Day	• Risk of harm due to inadequate supervision of students while attending out of school activities • Risk of student being harmed by a member of staff of another organisation or other person while student participating in out of school activities	• An adequate supervision roster is put in place to ensure that students are supervised • Activities are risk assessed prior to events.
14	School transport arrangements	• Risk of student being harmed while a student is travelling to/from a school activity.	• It is part of the current ETB tender that the company who is awarded the contract will confirm that their drivers and employees are Garda vetted. This is part of the process of awarding the contract. ETB to ensure confirmation of this.

	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 –
15	Management of challenging behaviour amongst students, including appropriate use of restraint where required	● 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	● The school has in place a code of behaviour for students - Annual review and update of policy. Consistent monitoring of implementation of policy. ● A Bí Cineálta Policy is in place and is reviewed annually. ● An adequate supervision roster is put in place to ensure that students are supervised. ● As part of the code of behaviour a “report” system is in place. ● A Care Team is in place and meets on a weekly basis. ● An AUP policy is in place in the school, which govern the use of electronic devices in the school. They also refer to the standards expected of students in relation to their use of social media. ● All teachers are Garda Vetted by Tipperary ETB. ● Teachers are bound by the Teaching Council Professional Code of Conduct. ● The school has in place a “one to one teaching policy”. ● Staff are required to undergo Safeguarding training, and teachers are aware of their role as mandated people.
16	Application of sanctions under the school's Code of Behaviour including detention of students, confiscation of phones etc.	● Risk of harm due to inadequate code of behaviour	● A comprehensive Code of Behaviour policy is in place and reviewed annually. ● A Bí Cineálta Policy is in place and is reviewed annually. ● An adequate supervision roster is put in place to ensure that students are supervised. ● A Pastoral Care approach is in place in the school in line with the School's Mission Statement & Ethos. ● An AUP Policy are in place in the school, which govern the use of electronic devices in the school. They also refer to the standards expected by all.

	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 -
17	Care of students with special educational needs, including intimate care where needed.	● Risk of harm to students with SEN who have particular vulnerabilities ● Risk of harm to student while a student is receiving intimate care	● A Learning Support Team is in place in the school and meet with School Management. ● An adequate SNA timetable is in place and is adapted where necessary, to ensure adequate supervision of and care of students with SEN. ● Regular meetings with the Care Team and School Management. ● Care Team is in place and meets on a weekly basis. ● A Pastoral Care approach is in place in the school in line with the School's Mission Statement & Ethos.
18	Care of students with specific vulnerabilities/ needs including: ● Students from ethnic minorities /migrants ● Members of the Traveller community ● Children in Care ● Children in CPNS	● 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 ● Risk of harm due to bullying of student	The school has an Bí Cineálta Policy which fully adheres to the requirements of the Department's <i>Procedures for Primary and Post-Primary Schools</i> ● The school has in place a code of behaviour for all students

	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 –
19	Administration of Medicine	● Risk of harm while receiving care	● The school has in place a policy for the administration of medication to students
20	Administration of First Aid	● Risk of harm while student receiving care	● A number of staff are trained in Occupational First Aid ● A number of staff are trained on how to use the Defibrillator
21	Curricular provision in respect of SPHE, RSE	● Risk that curriculum is not covered or covered correctly	● 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 ● SPHE coordinator in place ● SPHE/RSE teachers fully trained where possible
22	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	● The school has in place an AUP policy in respect of usage of ICT by students ● The school has in place an AUP policy in respect of usage of mobile phones by students

	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 -
23	Recruitment of school personnel including – • Teachers • SNAs • Admin staff • Caretaker • Cleaners	• Risk of student being harmed in the school by a member of school personnel who has not been Garda Vetted or screened at recruitment	• TETB adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and vetting • The Child Protection Procedures for Primary and Post-Primary Schools revised 2025 are made available to all school personnel. • All new staff are given the school's Student Safeguarding Statement • The school encourages staff to avail of relevant training • Staff briefing at the beginning of academic year on statutory and non-statutory responsibilities • ETB have procurement guidelines in place for the employment external staff such as cleaners/ caterers etc.
24	Use of external personnel to supplement curriculum and / or support sports and other extra-curricular activities • Sports coaches • External Tutors/Guest Speakers • Volunteers/Parent s in school activities	• Risk of student being harmed in the school by volunteer or visitor to the school	• It is CTI school policy that a CTI staff member will be in attendance while external guest speakers or external sport coaches are working with our students.

	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 -
25	Fundraising events involving students	● Risk of student being harmed	● Fundraising outside school is treated as an educational activity and the school has Educational Tours Policy in place.
26	Use of video / photography / other media to record / at school events	● Risk of breach of GDPR	● The <i>Child Protection Procedures for Primary and Post-Primary Schools</i> revised 2025 are made available to all school personnel. ● All School personnel are made aware of their duty to report such breaches to school management ● Parents/guardians to give consent re video recording/student images if an image of their child is proposed to be used. ● Parents take the responsibility to inform their children if they choose to opt out of their child's image being used for any PR or social media within the school.
27	Use of student images for PR purposes	● Risk of breach of GDPR	● Forms are sent to for parents/guardians to indicate permission re use of student images. ● Parents take the responsibility to inform their children if they choose to opt out of their child's image being used for any PR or social media within the school.
28	Student teachers undertaking training placement in school	● Risk of student being harmed in the school by a student teacher	● The school has in place a policy and procedures in respect of student teacher placements
29	After school use of school premises by other organisations	● Risk of student being harmed in the school by a visitor to the school	● The school requires insurance (PLI). CTI students are supervised in after school study until 5.30pm

	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 –
30	Use of school premises by other organisations during school day	● Risk of student being harmed in the school a visitor to the school	● Safeguarding service level agreement in place prior to school being used. ● The school has provided each external organisation/staff with a copy of the school's Student Safeguarding Statement and procedures. ● The <i>Child Protection Procedures for Primary and Post-Primary School</i> revised 2025 are available to all such personnel.
31	Non-curricular related 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. ● It will be incumbent on the contractor to confirm the appropriate child protection arrangements are in place before ETB award contracts. ● A trained member of staff accompanies the contractor.
32	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. ● ETB to ensure that contractor confirms that CP arrangements are in place. ● A trained member of staff accompanies the contractor.

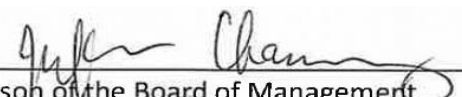
	1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment –
33	Use of Information and Communication Technology by staff	● Risk of harm caused by member of school personnel communicating with students in an appropriate 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 <i>Child Protection Procedures for Primary and Post-Primary Schools</i> revised 2025 are made available to all school personnel. ● School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post Primary Schools</i> revised 2025 and all registered teaching staff are required to adhere to the <i>Children First Act 2015 and its Addendum (2019)</i>. ● School personnel are expected to adhere to the Teaching Council's Code of Conduct. ● The school complies with the agreed disciplinary procedures for teaching staff.
34	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 <i>Child Protection Procedures for Primary and Post-Primary Schools</i> revised 2025 are made available to all school personnel. ● School Personnel are required to adhere to the <i>Child Protection Procedures for Primary and Post Primary Schools</i> revised 2025 and all registered teaching staff are required to adhere to the <i>Children First Act 201 and its Addendum (2019)</i>. ● The school requires all staff to avail of relevant training. ● All staff are briefed at the beginning of each academic year in relation to <i>Child Protection Procedures for Primary and Post-Primary Schools</i> revised 2025. ● The school complies with the agreed disciplinary procedures for teaching staff.

	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 –
35	Risk associated with remote or distance learning	• Risk of harm to students in the remote/online space	• The school has an AUP in place, to include provision for online teaching and learning remotely and has communicated this to parents. • The school has an AUP which includes a section on using smart phones and tablet devices in school by pupils per circular 38/2018.

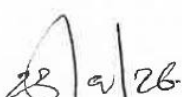
Important Note: It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post- Primary Schools revised 2019*

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.

This risk assessment has been completed by the Board of Management on **23rd September 2026**. It shall be reviewed as part of the school’s annual review of its Child Safeguarding Statement.

Signed: 
Chairperson of the Board of Management

Signed: 
Principal

Date: 
28/9/26