

## **Knock NS**

### **Best practice in Child Protection**

Stay Safe 'Best Practice in Child Protection' was used as a guide in drafting our best practice guidelines for our school'

The following areas have been considered by the staff and board of management of this school 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**

Physical contact between school personnel and the child should always be in response to the needs of the child and not the needs of the adult. While physical contact may be used to comfort, reassure or assist a child the following should be factors in determining it's appropriateness:-

- It is acceptable to the child
- It is open and not secretive
- The age and developmental stage of the child

School personnel should avoid doing anything of a personal nature for children that they can do for themselves.

#### **b) Visitors / Guest Speakers**

Visitors/guest speakers should never be left alone with pupils. The school (principal/teachers) has a responsibility to check out the credentials of the visitor/guest speaker and to ensure that the material in use by guests is appropriate.

#### **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, between parents/guardians, class teacher, special needs assistant, principal and if appropriate the pupil . The purpose of the meeting will be to ascertain the specific needs of the child and to determine how the school can best meet those needs. The staff to be involved in this care will be identified and provision will be made for occasions when the particular staff involved, are absent. A written copy of what is necessary will be kept on the child's file. Children will be encouraged to do as much for themselves as is possible. Teachers/staff will assist where necessary, and remain in view.

**d) Toileting accidents**

Clean underwear and suitable clothing will be kept in the school so that if a pupil has an 'accident' of this nature they will in the first instance be offered fresh clothing into which they can change.

If the pupil for whatever reason cannot clean or change themselves and the parents/guardians cannot be contacted the child will be assisted by members of staff familiar to the child. Children will be encouraged to do as much for themselves as is possible. Teachers/staff will assist where necessary, and remain in view.

**e) One- to One teaching**

It is the policy in this school that one-to-one teaching is often in the best interest of the child. Every effort will be made to ensure that this teaching takes place in an open environment. Parents of children who are to be involved in one-to-one teaching will be informed. Work being carried out by special needs assistants will be carried out under the direction of the class teacher/principal in an open environment. A copy of the time table is on display in the classroom.

**f) Changing for Games/ PE/ Swimming**

Pupils will be expected to dress and undress themselves for games/PE/ swimming. Where assistance is needed this will be done in the communal areas and with the consent of parents. Under no circumstances will members of staff/ volunteers be expected to or allowed to dress/undress a child in a cubicle/private area. In such situations where privacy is required the parent/guardian of the child will be asked to assist the child. At all times there must be adequate supervision of pupils.

**g) Supervision of children**

Children are adequately supervised during the school day and on all school related activities. When first aid is administered in the school this is done in a classroom/the staffroom and in the presence of others, in so far as is possible. Children will not travel alone in staff teachers cars. Children with injuries are supervised in the corridor beside the staffroom, if the need arises.

**h) Recruitment and selection of staff**

The recruitment and selection of staff will be carefully considered. All applications will be registered with the Teaching Council and supply garda vetting. School staff will endeavour to ensure that children will be supervised while working with outside personnel, in so far as is possible. All

volunteers in the school will supply garda vetting if working with children in an unsupervised capacity.

### **i)Internet Safety**

Refer to school's AUP. Children are not allowed to bring mobile phones to school. The schools acceptable use policy outlines the decisions the school has taken in relation to technology including mobile phones, pictures etc.

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 principal and parents.

### **Links to other policy / planning areas:**

Prevention:

Code of Behaviour

SPHE curriculum, Strand Unit on 'Safety and Protection',

Procedures:

Anti-Bullying Policy .

Health and Safety Statement.

Practice:

Swimming Policy

School Tours/Outings