



**Stay Safe Policy**  
**Holy Spirit BNS Ballymun**

**Introductory Statement**

The staff and management of the Holy Spirit BNS have developed and agreed this policy in line with 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

Copies of this policy document and the appended section from Department of Education and Science, Child Protection Guidelines and Procedures are available to all staff on the school server and a hard copy is available on request in the office.

It is incumbent on all staff to familiarize themselves with ‘Children First’ and the Department of Education and Science Child Protection Guidelines & Procedures.

**Aims**

This Stay Safe policy aims to:

- Create a safe, trusting, responsive and caring environment by valuing each child’s contribution and work through praise and encouragement.
- Provide a personal safety skills education which specifically addresses abuse and prevention for all children in the school. The children in our care may not always or may not be capable of talking about their problems. All staff should observe and spend time to get to know the children and how they may hide their worries and problems.
- 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.

## HOLY SPIRIT BNS BALLYMUN STAY SAFE POLICY

- Ensure all staff members are aware of and familiar with the ‘Children First’ and the Department of Education and Science Guidelines and Procedures in relation to reporting concerns and / or disclosures of child abuse and bullying.
- Provide for ongoing training in this and related areas for all school staff.

### **Prevention**

The Holy Spirit BNS uses Stay Safe programme to provide education for children on abuse prevention. This programme is taught as part of schools SPHE curriculum under strand unit Safety & Protection. Staff will make every effort to ensure that the messages of the programme are reinforced whenever possible.

### **Procedures**

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

The Board of Management of this school has appointed Vivienne Bryan as designated Liaison Person (DLP) and John Kelly as deputy DLP.

The staff and management of this school have agreed:

- All concerns / disclosures involving child protection /child welfare issues will be reported in the first instance to the DLP (Deputy DLP where appropriate).
- Each report to the DLP will be dated and signed by the person making that report.
- A strict adherence to maintaining confidentiality – information regarding concerns or disclosures of abuse should only be given on a ‘need to know’ basis.

The staff and management of this school recognise the children’s rights and will treat them with dignity and respect by:

- Not accepting threatening, violent or degrading behaviour.
- Telling children their rights and responsibilities.
- Treating the children as individuals.
- Involving children.

## HOLY SPIRIT BNS BALLYMUN STAY SAFE POLICY

- Making time for children to talk.
- The right for all non-verbal children to communicate using augmentative / alternative communication system

### **Stay Safe Programme**

It is the policy of the school that the Stay Safe Programme is done each year with the pupils. Children are taught the content of the Stay Safe Lessons in the classroom. Teachers and parents work together to ensure that children learn the skills they need to keep safe.

Through the Stay Safe Programme each child would be taught how to complain in ways and language they know best.

Take away the secrecy on which abuse thrives.

Each child be made aware of their rights and that the school will protect them and not cover up problems.

All staff be aware of the school discipline code.

All staff are committed to the prevention of physical, sexual or emotional abuse of children.

Ratified by the Board of Management in December 2018.