

Risk	School Activity	Risk of Harm	Risk Owners	Current Procedure	Effective	Future Actions
1.	Recreation breaks for students	Possible risk caused by inadequate supervision of all areas used by students for breaks	Board of Management and all members of St Aloysius staff	S&S Rota in operation for the school year which covers all areas sanctioned for use by students	Effective	Review of S&S roster
2.	One to one teaching	Risk of being harmed by a member of staff	Board of Management and all members of St Aloysius staff	Staff are vetted and all rooms used are fitted with windows in the doors	Effective	Use of classroom with door ajar
3.	One to one counselling	Risk of being harmed by a member of staff	Board of Management and all members of St Aloysius staff	Staff are vetted and all rooms used are fitted with windows in the doors	Effective	Alternative room to be used by visiting counsellor
4.	One to one career guidance appointments	Risk of being harmed by a member of staff	Board of Management and all members of St Aloysius staff	Staff are vetted and all rooms used are fitted with windows in the doors	Effective	
5.	School outings	Students at risk from being harmed by another adult or child if inadequately supervised	Board of Management and all members of St Aloysius staff	School outings have the requisite number of staff to student ratio for adequate supervision	Effective	
6.	School trips involving overnights stays	Students at risk from being harmed by another adult or child if inadequately supervised	Board of Management and all members of St Aloysius staff	School outings have the requisite number of staff to student ratio for adequate supervision	Effective	
7.	School trips involving foreign travel	Students at risk from being harmed by another adult or child if inadequately supervised	Board of Management and all members of St	School outings have the requisite number of staff to student ratio for adequate supervision	Effective	

			Aloysius staff			
8.	Use of toilet/changing/shower areas in school	Students at risk of harm by member of staff inappropriately engaging with student in this area	Board of Management and all members of St Aloysius staff	Members of staff do not enter these areas while students are present unless an urgent need arises due to student ill-health, etc	Effective	
9.	Fundraising events involving taking students outside of the school	Risk of harm to students from members of other organisations or those who have not been appropriately vetted	Board of Management and all members of St Aloysius staff	Students only take part in activities with organisations that have a prior relationship with the school and are accompanied by a member of staff as appropriate	Effective	
10.	Use of off-site facilities for school activities	Risk of harm to students from members of other organisations or those who have not been appropriately vetted	Board of Management and all members of St Aloysius staff	Students attend with school staff and are adequately supervised while outside the school	Effective	
11.	Care of children with special education needs	Potential risk of harm to students caused by members of staff unaware of students' difficulties	Board of Management and all members of St Aloysius staff	Staff are fully informed about students' additional needs and records pertaining to such are available to all staff. The school has a Special Education Needs Policy.	Effective	
12.	Management of challenging behaviour amongst students	Risk of student being detained or treated inappropriately by member of staff	Board of Management and all members of St Aloysius staff		Effective	
13.	Curricular provision with respect to SPHE and RSE	Risk of harm to students caused by member of staff inappropriately communicating class material	Board of Management and all members of St Aloysius staff	The SPHE and RSE curriculum are delivered in full by teachers who have undergone specialised training in this area.	Effective	
14.	Prevention and dealing with bullying amongst students	Risk of students being harmed in the school by other students	Board of Management and all members of St	Students and parents are made aware of the Code of Behaviour and Anti-Bullying Policy	Effective	

			Aloysius staff			
15.	Prevention and dealing with bullying via social media amongst students	Risk of students being harmed in the school by other students	Board of Management and all members of St Aloysius staff	The school has a Mobile Phone and Electronic Media Device Policy	Effective	
16.	Training of school personnel in child protection matters	Risk of harm not being recognised or reported by members of staff	Board of Management and all members of St Aloysius staff	All staff are required to undergo the appropriate training and are required to adhere to the school's Child Protection Policy	Effective	
17.	Use of external personnel to supplement curriculum	Risk of students being harmed by a visitor to the school	Board of Management and all members of St Aloysius staff	Visitors to the school are required to be vetted and/or be supervised at all times by a member of staff. All workshops etc, are fully supervised by a staff member at all times.	Effective	
18.	Use of external personnel to support sports and extra curricular activities	Risk of students being harmed by personnel from another organisation	Board of Management and all members of St Aloysius staff	All such activities are supervised by a member of staff	Effective	
19.	Student teachers/guidance counsellors undertaking training placement in school	Risk of harm not being recognised or reported by members of staff	Board of Management and all members of St Aloysius staff	All trainee personnel are instructed in these matters prior to starting their placement and are vetted by their 3 <sup>rd</sup> level institution	Effective	
20.	Use of IT by students in school	Risk of harm to students accessing inappropriate website content	Board of Management and all members of St Aloysius staff	Students using the IT room are fully supervised at all times. Websites containing inappropriate content and social media sites such as Facebook have been blocked. The school has an Internet Access Policy.	Effective	
21.	Application of sanctions under the Code of Behaviour including detention and	Risk of harm to students engaging in challenging behaviour with member of staff	Board of Management and all members of St		Effective	

	confiscation of phone, etc		Aloysius staff			
22.	Students participating in work experience in the school	Risk of harm due to inadequate supervision of the student at all times	Board of Management and all members of St Aloysius staff	Students are supervised by a member of staff at all times	Effective	
23.	Students from the school participating in work experience elsewhere	Risk of students being harmed by personnel from another organisation	Board of Management and all members of St Aloysius staff	Students receive instruction prior to work experience regarding safety	Effective	Work Experience Policy to be included in Whole School Guidance Plan
24.	Use of media to record school events	Risk of harm to students caused by member of school personnel circulating inappropriate material via social media or other methods	Board of Management and all members of St Aloysius staff	School social media and website content is managed internally.	Effective	
25.	Use of media to record events involving students outside the school where members of the public or personnel from other organisations are present	Risk of harm to students caused by members of the public or others circulating inappropriate material via social media or other methods	Board of Management and all members of St Aloysius staff	Students receive instruction on appropriate use of social media and are advised to alert parents and school to any inappropriate content being circulated	Effective	
26.	After school use of school premises by other organisations	Risk of students engaging in after school activities being harmed by personnel from another organisation	Board of Management and all members of St Aloysius staff	Any student remaining in the school or grounds after the school day are supervised by a member of staff	Effective	
27.	Evening study	Risk of being harmed by a member of staff	Board of Management and all members of St Aloysius staff	Staff are vetted and all rooms used are fitted with windows in the doors. Other staff members are also on school grounds during the period of evening study	Effective	
28.	Visitors/placement supervisors/contractors	Risk of students being harmed by visitors to the	Board of Management	All visitors are accompanied throughout the school by a member of staff	Effective	

	present in school during the school day	school	and all members of St Aloysius staff			
29.	Visitors/contractors present in school during after school activities	Risk of students engaging in after school activities being harmed by visitors to the school	Board of Management and all members of St Aloysius staff	Any student remaining in the school or grounds after the school day are supervised by a member of staff	Effective	
30.	Administration of first aid	Risk of student being harmed while receiving care		Staff undergo training to administer appropriate first aid	Effective	