

Marino Institute of Education

Child Safeguarding – Risk Assessment

In developing our Child Safeguarding Statement in line with requirements under the Children First Act 2015, *Children First: National Guidance for the Protection and Welfare of Children* (2017), and *Tusla’s Child Safeguarding: A Guide for Policy, Procedure and Practice*, we have carried out an assessment of any potential for harm* to a child on the campus of Marino Institute of Education (the Institute) campus or when engaged in activities with staff of the Institute. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

*Note – these are risks associated with abuse as defined under the Children First Act (2015) and are not risks to general health and safety

Risk(s) Identified	Procedure in place to manage identified risk (s)
Children with whom staff and students work in an academic, support or voluntary capacity	
Placement <i>(including School Placement (B.Ed. & PME programmes), Special Education Placement (B.Ed. & PME programmes), Field Placement (ECE), Work placement and internship (Education Studies) and Teaching Placement (PDE (FE)).</i>	<ul style="list-style-type: none"> • Students and staff are Garda Vetted and are not permitted to undertake placement if this is not in place • TUSLA training for students and staff in advance of placement • Students and staff receive input on Child protection pre-placement • Students are required to find out who DLP is in the setting and to read all policies relating to Child Protection in the setting.
School Links Programme	<ul style="list-style-type: none"> • Facilitator(s) are suitably qualified and experienced in their field • Suitably vetted to work with children at MIE • TUSLA training completed • Works with, nor in place of class teacher and SNAs • Teacher remains and retains responsibility of class teacher and in position of loco parentis

	<ul style="list-style-type: none"> • Management of toilets and travel to and from MIE art room is overseen by class teacher • Children wear suitable attire for workshops • Advanced notice sought regarding any allergies, learning difficulties or other special educational needs and what supports or strategies ought to be adopted
<p>B. Ed. 2 and PME 2 students as part of their module on “Teaching Through the Medium of Irish” are brought to All-Irish schools where they have opportunities to interview the school Principals. On an occasional basis, the students are brought to classrooms to observe briefly what is happening in those classrooms. They do not teach the children on those visits nor do they interact with them.</p>	<ul style="list-style-type: none"> • On all occasions, the students are accompanied by a lecturer. • Prior to visiting the schools, the students will receive an input on Child Protection, GDPR and reporting of concerns.
<p>Pollinator project children’s workshops (TCD Probe Research Festival)</p>	<ul style="list-style-type: none"> • Staff have been provided with the Child Safeguarding Statement and have had appropriate training.
<p>Tobar Project – workshops in schools</p>	<ul style="list-style-type: none"> • Ethical approval received from MERC – January 2019; • Parental consent received where necessary (children under 18); • Familiar with Child Protection Policy, Health and Safety Policy; • Garda vetting completed; • Training on the Children First Act (2015) through the TUSLA online programme.
<p>Teaching and Learning Module- approximations of practice</p>	<ul style="list-style-type: none"> • A recognised Module in Marino which complies with the institutes procedures on child protection, • school permission obtained, • students sign a code of conduct prior to school visits, • students have completed Garda vetting, • Staff members are familiar with Child Protection Policy, Health and Safety Policy; Garda vetted and are trained on the Children First Act (2015) through the TUSLA online programme.

<p>MIE SUAS Programmes (Overseas and in Ireland’s DEIS schools)</p>	<ul style="list-style-type: none"> • MIE students participating in these programmes are Garda vetted. • During their preparation programme prior to placement students receive input from SUAS on Child Protection and on the Reporting of Concerns. • Copies of relevant policies held by SUAS are available to MIE SUAS coordinator
<p>Children attending MIE for practical assessments that involve children</p>	<ul style="list-style-type: none"> • Staff and students are Garda vetted • Staff and students have completed the TUSLA online e training • Staff and students will have read the Policy on Safeguarding Children • Allocate toilets specifically and only for use by children on assessment days.
<p>Videotaping children for purposes of teaching and learning; photographing children for prospectus.</p>	<ul style="list-style-type: none"> • Staff and students are Garda vetted • Staff and students have completed the TUSLA online e training • Staff and students will have read the Policy on Safeguarding Children • Allocate toilets specifically and only for use by children on recording days. • External people (e.g. photographers or videographers) will be accompanied by a staff member when they are interacting with a child/children. • When recording future videos, consider using pseudonyms for children.
<p>Children who are registered students under the age of 18.</p>	
<p>First year undergraduate and IFP students under the age of 18</p>	<ul style="list-style-type: none"> • International students who are under 18 are required to have a legal guardian as part of their visa application. • The under 18 students will have 24 hour phone access to their guardian. • These students will also receive an age-specific talk on consent and alcohol during the induction week of the programme.

	<ul style="list-style-type: none"> • Staff are Garda vetted • Students are allocated a personal tutor who is made aware if their tutee is under the age of 18 • Schools/settings are made aware of a minor undertaking placement • IT Induction is conducted in an open door fashion in an accessible space, with at least two members of IT team as a rule. • Ensuring arts rooms or other spaces are made as child friendly as possible • Mindful that MIE furniture is for adults and not children • Ensuring equipment is placed securely and safely away or out of reach • Any toxic substances are placed out of sight • Establishing some safety rules regarding movement, equipment use. • External, adjunct Examiners will have completed the Garda Vetting process in the Institute. • Guest speakers are asked to provide a copy of Garda Vetting / asked to sign up to the MIE Child Protection Policy.
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Children who are the subjects of academic research

<p>Staff or students conducting research with children</p>	<ul style="list-style-type: none"> • Obtain MERC approval in advance of commencing research • Compose child-friendly assent as well as guardian and, or school consent • Education Studies students are not permitted to engage with children as subjects of research. • Tobar Project: Ethical approval received from MERC – January 2019; parental consent received; Garda vetting completed; Training on the Children First Act (2015) through the TUSLA online programme.
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Children attending summer schools or other programmes organised for children by the Institute

Tobar Project – specific subject summer schools for students

- Parental consent received where necessary (children under 18);
- Staff are familiar with Child Protection Policy, Health and Safety Policy;
- Garda vetting completed;
- Training on the Children First Act (2015) through the TUSLA online programme.

Mathematics Lab summer course

- Staff and students are garda vetted
- Staff and students have completed the TUSLA online e-training
- Staff and students will have read the Policy on Safeguarding Children
- Allocate toilets specifically and only for use by children on assessment days.
- Videographer and assistants will be asked for Garda vetting because they are on site for a number of days.

Children living in the Institute accommodation during the vacations

Summer School residential programmes

- External contractors are required to have their own Child Protection policies in place or agree to sign up to the MIE Child Protection policy.

Children visiting the Institute for any other reason

Tobar Project – induction days

- Parental consent received where necessary (children under 18);
- Staff are familiar with Child Protection Policy, Health and Safety Policy;
- Garda vetting completed;
- Training on the Children First Act (2015) through the TUSLA online programme.

Work experience i.e. Transition year students	<ul style="list-style-type: none"> • Staff are Garda Vetted and have completed the TUSLA online e-training programme
Open Day	<ul style="list-style-type: none"> • Staff and students are Garda Vetted and have completed the TUSLA online e-training programme • When training student volunteers for Open Day reminders about child safeguarding will be included.
Higher Options	<ul style="list-style-type: none"> • Staff and students are Garda Vetted and have completed the TUSLA online e-training programme • When training student volunteers for Higher Options reminders about child safeguarding will be included.

Using exemplars of children's work

<ul style="list-style-type: none"> • Arts research involving child participants • Showing and discussing children's work as a teaching tool • Involving children in collaborative arts projects 	<ul style="list-style-type: none"> • Children are not named • Permission is sought for using images
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General risk-mitigating procedure followed by the Institute

<ul style="list-style-type: none"> • All staff members who work with children and young people must familiarise themselves with the Child Protection Policy • Safe recruitment procedures are in place and a vetting disclosure is obtained for new staff members. • New staff are made aware of policies (especially; Child Protection Policy, Health and Safety Policy (+ insert as appropriate)) procedures • New staff and students are made aware of the Designated Liaison Person and Deputy Designated Liaison Person • All contractors/visitors should report to reception where they will be met and their business confirmed. • All staff have been provided with the Child Safeguarding Statement and have had appropriate training. • All staff have been advised on Mandatory reporting • The Institute has in place an Acceptable Use policy in respect of usage of all Computers, Internet and Social Media • When appointing, detailed references are sought • The Institute has a rigorous recruitment process. • Research involving children must be approved by MERC prior to the commencement of the work.

- Promotion of a culture of openness and respect in which students can approach staff to discuss concerns and worries.
- External bodies using the premises must provide a copy of their own safeguarding statement or sign a letter of agreement that they will adhere to the MIE Safeguarding policy.
- In advance of placements students receive input on Child Protection, GDPR and reporting of concerns.
- In advance of placements students must have completed the Garda Vetting process in the Institute.
- A staff member working with children will do so in an open environment.
- When training student volunteers for Open Day, Higher Options, and similar events, reminders about child safeguarding will be included.