

Gaelscoil Adhamhnain

Gleann Cearra, Leitir Ceanainn, Co. Dhún na nGall (074) 9126117

Caomhnú Páistí – Treoirlínte agus cur chuige **Child Protection – Guidelines and Procedures**

Tá sé mar aidhm ag ár scoil an caighdeán curáim is airde is féidir a sholáthar d’ár ndaltaí chun a bhfolláine a chothú agus iad a chosaint ar dhochar.

Our school aims to provide pupils with the highest possible standard of care in order to promote their well-being and protect them from harm.

Is é bunaidhm na dtreoirlínte seo do scoileanna nó stiúrthóireacht agus treoir a thabhairt d’údaráis bhainistíochta scoileanna agus do phearsanra scoileanna agus iad ag déileáil le líomhaintí/ amhras faoi mhí-úsáid páistí. Chomh maith le sin, tá sé mar aidhm leo go leor eolais a sholáthar d’údaráis scoileanna agus do phearsanra scoileanna chun a gcur ar a gcumas bheith airdeall ar agus eolas a bheith acu faoi cad ba chóir a dhéanamh i gcásanna ina mbeifí inníoch nó amhrásach faoi mhí-úsáid páistí.

The primary aim of these guidelines is to give direction and guidance to school management authorities and school personnel in dealing with allegations/suspensions of child abuse. In addition, they also aim to provide sufficient information to school management authorities and school personnel to enable them to be alert and to be aware of what to do in situations where child abuse may be a concern or suspicion.

Duine Caidrimh Ainmnithe (DCA) Designated Liasion Person (DLP)

Príomhoide Máire Níc Gairbhe-Uí Bhaoill

DCA Tánaisteach Deputy DLP Máire Uí Bhraoin

Rúndacht/Confidentiality

Ba chóir gach faisnéis maidir le himní faoi mhí-úsáid a bheith á dhéanamh ar pháistí a roinnt leo siúd amháin a bhfuil dulagas orthu an t-eolas a fháil, ar mhaithe leis an bpáiste. In the interest of the child all information regarding concerns of possible child abuse should only be shared on a need to know basis

Ní briseadh rúndachta é, afach, eolas a thabhairt dóibh siúd a bhfuil orthu an teolas a bheith acu, chun páiste arbh fhéidir gur mí-úsáideadh é/i, nó a mí-úsáideadh a chosaint. However giving information to those who need to have that information, for the protection of a child who may have been, or has been abused is not a breach of confidentiality.

Ba chóir don té atá ag cur tuairisce chuig an mBord Sláinte nó chuig an Garda Síochana inse don tuismitheoir/gcaomhnóir, sin mura cosúil go gcuirfeadh sé seo an páiste i gcontúirt nó go dtarraingeodh sé baol breise ar an bpáiste. Má dhéantar cinneadh gan é a rá leis an tuismitheoir/ gcaomhnóir ba chóir seo a thaifeadadh

maidir leis na cúiseanna nach ndearnadh é. Any person, when submitting a report to the Health Board or An Garda Síochana, should inform a parent/guardian unless doing so is likely to endanger the child or place the child at further risk. A decision not to inform a parent/guardian should be briefly recorded together with the reasons for not doing so.

Sainmhínithe (Definitions)

Mí-úsáid Abuse:

Is féidir le tuismitheoirí nó le caomhnóirí (m.sh. daoine nach tuismitheoirí iad, a bhfuil sé de dhualgas orthu cúram a thabhairt do pháiste) dochar a dhéanamh do pháiste trí ghníomhartha díreacha nó trí fhaillí i solathar cúraim ceart. Samplaí de ghníomhartha dá leithéid sin ná loit fhisicúla, neamart géar, mí-úsáid ghnéis agus mí-úsáid mhothúcháin. Parents, carers (i.e. persons who, while not parents, have actual responsibility for a child) or others can harm children either by direct acts or by a failure to provide proper care, or both. Such acts include physical injuries, severe neglect, and sexual and emotional abuse. (Dept. of Health Guidelines 1987).

Dochar Harm:

Is féidir ‘neamart’ a mhíniú mar drochíde an pháiste nó dochar a dhéantar do shláinte agus d’fhorbairt an pháiste. Is féidir cinneadh go bhfuil neamart a dhéanamh ar pháiste trí shláinte agus forbairt an pháiste a chur i gcomparáid le sláinte páiste eile atá ar comhaois. Neglect can be defined as the ill-treatment or the impairment of the health or development of a child. Whether it is **significant** is determined by his/her health and development as compared to that which could reasonably be expected of a child of similar age. (Children First, 1999).

Faillí Neglect:

Déantar neamart i bpáiste nuair a dhéantar dochar dó/dí de bharr easpa bidh, easpa éadaigh, easpa teasa, easpa sláinteachais, easpa spreagadh intleachtúil, easpa maoirseachta agus sábhailteachta agus muna bhfuil cúram leighis ag an pháiste. Déantar dochar don pháiste fosta muna bhfuil caidreamh grámhar aige/aici le daoine fásta. Neglect can be defined in terms of an omission, where the child suffers significant harm or impairment of development by being deprived of food, clothing, warmth, hygiene, intellectual stimulation, supervision and safety, attachment to and affection from adults, medical care. (Children First, 1999).

Mí-úsáid Mhothúcháin Emotional Abuse:

Tagraíonn mí-úsáid mhothúcháin don chiapadh béil síoraí a dhéantar ar pháiste trí cháineadh agus lochtú an pháiste, trí bhagairt a dhéanamh air/uirthe agus trí mhagadh a dhéanamh faoi/fúithi. Bíonn taithí ag an pháiste ar dhiúltú in ionad taithí bheith acu ar chion is ar ghrá. Emotional abuse refers to the habitual verbal harassment of a child by disparagement, criticism, threat and ridicule and the inversion of love; whereby verbal and non-verbal means of rejection and withdrawal are substituted. (C.F., 1999).

De bharr an droichíde séasmhach a thugtar ar an pháiste, bíonn droch thionchar aige sin ar fhorbairt mhothúcháin agus ar iompar an pháiste. Bíonn an tionchar céanna ag foréigean sa bhaile ar pháiste. The adverse effect on the behaviour and

emotional development of a child by persistent and severe emotional ill-treatment or rejection, or exposure to ongoing domestic violence. (N.W.H.B. 1977).

Mí-usáid Fisiciúil Physical Abuse:

Seo gortú de shórt ar bith nár tharla de thairbhe taisme, nó dochar a rinneadh de thairbhe faillí a bheith déanta ar an bpáiste a chosaint. Physical abuse is any form of non-accidental injury or injury which results from willful or neglectful failure to protect a child. (Children First, 1999).

Mí-usáid Gneasúil Sexual Abuse:

Tarlaíonn mí-usáid gneasúil ar pháiste nuair a bhaineann duine eile usáid as an bpáiste mar shásamh do f(h)éin nó chun spreagadh gnéasúil a fháil dó f(h)éin nó do dhaoine eile. Sexual abuse occurs when a child is used by another person for his or her gratification or sexual arousal or for that of others. (Children First, 1999).

Tá cearta ag páistí bheith ag súil le leibhéal aire fisiciúil agus tochtach faoi leith chun a bhfás agus forbairt a chothú. Children have the right to expect a level of physical and emotional care which promotes their development and growth. North Western Health Board Guidelines for the Investigation and Management of Suspected Child Abuse (1997).

Neamart Linbh Child Neglect:

- . **Tréigean** Abandonment or desertion
- . **Páistí a bhfágáil leo féin go rialta gan aire nó stiúradh ceart.** Children persistently being left alone without adequate care and supervision
- . **Drochchothú, ganntanas bidh, bia nach bhfuil fóirsteanach nó cothú neamhrialta.** Malnourishment, lacking food, inappropriate food or erratic feeding
- . **Easpa teasa.** Lack of warmth
- . **Easpa éide fóirsteanach.** Lack of adequate clothing
- . **Easpa cosánta agus páistí a chur i ndainséar de shórt ar bith- dainséar morálta san áireamh- nó stiúradh a bheadh riachtannach d'aois an pháiste.** Lack of protection and exposure to danger including moral danger or lack of supervision appropriate to the child's age.
- . **Neamhláithreachta rialta ón scoil.** Persistent failure to attend school.
- . **An páiste gan a bheith ag forbairt tré mhí-chothu.** Non-organic failure to thrive i.e. child not gaining weight not alone due to malnutrition but also due to emotional deprivation
- . **Neamart a dhéanamh aire mar is cóir a thabhairt d'fhadhbanna sláinte an pháiste.** Failure to provide adequate care for child's medical problems.
- . **Sochar a bhaint as páistí nó barraíocht oibre a thabhairt dóibh.** Exploited, overworked (Children First, 1999).

Conas Comharthaí Mí-Usáide féideartha a aithint

How to recognise possible signs of abuse.

a)Eolas sainiúil ón bpáiste gur mí-úsáideadh é/í.

Specific information from the child that he/she was abused.

b)Cuntas ó dhuine a chonaic an pháiste á m(h)í-úsáid. An account by a person who

saw the child being abused.

- c) **Fianaise mar ghortú nó iompar, atá ag teacht le mí-úsáid agus nach móide gur tharla sé ar aon bhealach eile.** Evidence such as injury or behaviour, which is consistent with abuse and unlikely to be caused another way.
- d) **Aon ghortú nó iompar a théann le mí-úsáid agus le míniú neamhchorthach ach a bhfuil táscairí comhthacaíochta ag baint leis a threisíonn an inní, gur cás mí-úsáide é e.g. patrún gortaithe, míniú dochriedte agus rl.** An injury or behaviour which is consistent both with abuse and with an innocent explanation but where there are corroborative indicators supporting the concern that it is a case of abuse e.g. a pattern of injuries, an implausible explanation etc.
- e) **Fianaise chomhsheasmhach thar thréimhse ama go bhfuil neamart mothúchánach nó fisiceach á dhéanamh sa pháiste.** Consistent evidence, over a period of time that a child is suffering from emotional or physical neglect.

Conas déileáil le heolas a nochtann páistí Handling disclosures from Children

Déantar an chomhairle seo a leanas a thairiscint do phearsanra scoile a nochtann páistí eolas faoi mí-úsáid dóibh. The following advice is offered to school Personnel to whom a child makes a disclosure of abuse:

- **Éist leis an bpáiste.** Listen to the child.
- **Ná cuir treoircheistean na ar an bpáiste agus ná dean moltaí.** Do not ask leading questions nor make suggestions to the child.
- **Cuir an páiste ar a s(h)uaimhneas ach ná tabhair aon ghealltanais dó/dí.** Offer reassurances but do not make promises.
- **Ná lig don scéal dul i bhfeidhm go ro-mhór ort.** Do not over react.
- **Mínigh dó/dí go mb'fhéidir go gcaithfear tuilleadh cuidiú a lorg.** Explain that further help may have to be sought.
- **Déan an díospóireacht a chlarú go cruinn agus coinnigh an tuairisc.** Record the discussion accurately and retain the record.

Ba choir an t-eolas seo a chur in iúl don DCA agus taifead na díospóireachta a thabhairt dó/dí. Is cóir cuimhne a choinneáil ar an ngá atá le rúndacht i gcónaí. This information should then be reported to the DLP. The record of the discussion should be given to and retained by the DLP. The need for confidentiality at all times should be borne in mind.

Taifead/Keeping Track of Records

Nuair a bhíonn amhras ann faoi mhí-úsáid páistí bíonn taifead den teolas uilig atá ar fáil riachtanach. Ba chóir don fhoireann pé rud atá tugtha faoi deara acu agus cén uair a tugadh faoi deara é a thaifead go cúramach. Ba chóir cur síos go mion ar chomharthaí gortaithe fhisiciúil agus, má thig, iad a sceitseáil. Ba choir aon chaint a dhéanann an páiste nó a dhéanann aon duine eile, faoi caidé mar a tharla gortú a chlárú – is fearr na focail a úsáideadh i ndairíre a lua – chomh luath agus is féidir i ndiaidh na cainte. Ba chóir achan taifead a dhéantar ar an dóigh seo a mheas mar thaifead atá faoi ardrún agus ba choir don DCA é a choinneáil in ionad slán.

When child abuse is suspected, it is essential to have a record of all the information available. Staff should note carefully what they have observed and when they observed it. Signs of physical injury should be described in detail and if appropriate sketched.

Any comment by the child concerned, or by any other person about how an injury occurs should be recorded, preferably quoting words actually used, as soon as possible after the comment has been made. All records so created should be regarded as highly confidential and retained in a secure location by the DLP.

On uair a bhíonn líomhain faoi mhí-úsáid páiste tugtha i dtuairisc do bhord sláinte, is gnó ansin den bhord é cinneadh ar cén gníomh, má tá ceann ar bith, a éilíonn a tuairisc sin. I gcásanna áirithe, is é a dhéanfaidh an bord sláinte nó comhdháil an chaomhnú páistí a bheith acu. Once an allegation of child abuse has been reported to a health board it is then a matter for that health board to decide upon the action, if any, which is necessitated by that report. In some cases, the response of the health board will be to call a child protection conference.

D'fhéadfadh sé go dtabharfadh an bord sláinte cuireadh do phearsanta scoile freastal ar chomhdáil um chaomhnú páistí ina dhiaidh sin.

It is possible that school personnel may subsequently be invited by the Health Board. to attend a child protection conference.

Céard atá le déanamh ag an DCA. Action to be taken by the DLA

Má tá an fostaí scoile agus an DCA sásta go bhfuil bunús réasúnta maith leis an amhras nó an líomhain ba chóir don DCA tuairisc ar an ábhar a thabhairt láithreach don bhord sláinte.

If the school employee and the DLP are satisfied that there are reasonable grounds for the suspicion or allegation the DLP should report the matter to the health board.

- (a) **Ba chóir tuairisc i bhfoirm phearsanta, ar an bhfón nó i scríbhinn, a chur ar fáil don bhord sláinte.** A report should be made to the health board, in person, by phone or in writing.
- (b) **B'fhearr de ghnáth dá bhféadfadh teangmháil phearsanta a dhéanamh leis an oibrí sóisialta ar dualgas.** It is generally most helpful if persons, wishing to make a report make personal contact with the duty social workers.
- (c) **I gcás éigeandála nó muna mbeadh fáil ar bhall foirne den bhord sláinte d'fhéadfaí tuairisc a chur ar aghaidh chuid An Garda Síochána.** In the event of an emergency or the non-availability of health board staff, the report should be made to An Garda Síochána.

Moltar go ndéanfaí gach tuairisc ar an Fhoirm Thuairiscithe Chaighdeánach (cóip ar chúl). It is recommended that all reports be made using the Standard Reporting Form (copy enclosed).

Nuair a bhíonn tuairisc dá leithéid á thabhairt don bhord sláinte, ba chóir é sin a chur in iúl do chathaoirleach Bhord Bainistíochta na scoile. When such a report is being made to a health board, the Chairperson of the Board of Management of the school should be informed.

Ba chóir cinneadh faoi cé acu ba chóir é seo a chur in iúl do thuismitheoirí/chaomhnóirí an pháiste nó nár chóir a dhéanamh do réir treoirínite thuas.

A decision on whether or not parents/guardians of the child be informed should be taken in accordance with guidelines above.

I gcásanna ina bhfuil ábhar inní ag pearsanta scoile faoi pháiste, ach nach bhfuil siad cinnte ar chóir tuairisc ar an ábhar a thabhairt don bhord sláinte, ba chóir don DCA comhairle a lorg ó fhoireann an bhoird sláinte. Más é comhairle an bhoird gur chóir atreorú a dhéanamh ba chóir don DCA gníomhnú de réir an comhairle sin. In cases where school personnel have concerns about a child but are not sure whether to report the matter to the appropriate health board staff to seek advice. In consulting the health board the DCP should be explicit that he/she is requesting advice and consultation and not making a report. If the health board advises that a referral should be made, the DLP should act on that advice.

Má bheartaíonn an DCA nár chóir ábhar inní an fhostaí scoile a chur faoi bhráid an bhoird shláinte ba chóir ráiteas soiléir i scríbhinn a thabhairt don fhostaí scoile. Ba cheart a inse don fhostaí scoile go bhfuil lán chead aige/aici dul i gcomhairle leis an mbord sláinte má mhaireann a inní faoi ngnó. If the DLP decides that the concerns of the school employee should not be referred to the health board, the school employee should be given a clear statement in writing as to the reasons why action is not being taken. The school employee should be advised that if he/she remains concerned about the situation he/she is free to consult with report to the Health Board.

Comhdháil un Chaomhnú Páistí (Child Protection Conferences)

Fóram is ea Comhdháil un Chaomhnú páistí a dhéanann comhordú ar eolas ó na foinsí ábhartha uilig, fostaithe scoile san áireamh. Bíonn ról lárnach ag an gcomhdháil maidir le moltaí agus pléanáil a dhéanamh.

The child protection conference is a forum for the co-ordination of information from all relevant sources including where necessary, school employees and it plays a pivotal role in making recommendations and planning for the welfare of children who may be at serious risk.

Is chuig an DCA ba chóir do bhord sláinte iarratas a chur má theastaíonn uathu go bhfreastalódh foscaí scoile ar chomhdháil agus ba chóir díse dul i gcomhairle le Cathaoirleach Bhord Bainistíochta na scoile. Is féidir le Cathaoirleach an Bhoird, tríd an DCA a iarraidh ar na húdaráis chuí a mhíniú cén fáth go meastar gur gá an fostaí scoile a bheith i láthair agus cé eile a bheidh i láthair. Íocfaidh an Roinn Oideachais agus Eolaíochta costais ionadaithe nuair is gá.

A request from a health board for a school employee to attend a child protection conference should be made to the DLP who should consult with the Chairperson of the Board of Management of the school. The chairperson may, through the DLP, request the appropriate authorities to clarify why the attendance of the school employee is considered necessary and who else is going to be present. Substitute costs, where necessary, will be met by the Department of Education and Science.

Dé ghnáth, dhéanfaidh duine a bheadh ag freastal ar chomhdháil tuairisc a thabhairt. Tá foirm samplach ar chúl. It would be normal for a person attending a

child protection conference to provide a report. A sample pro-forma for a school employee's report to a child protection conference is attached.

Ba chóir do aon phearsanra scoile a bhféadfadh ábhar inní a bheith aige/aici faoi pháirtíocht tuismitheoirí/caomhnóirí dul i dteangbháil le cathaoirleach na comhdhála roimhré le treoir a fháil. Any school personnel who may have a concern about parent/guardian involvement should contact the chairperson of the conference in advance for guidance.

D'fhéadfadh sé go molfadh an chomhdháil go soláthródh gníomhaireachtaí áirithe achmhainní agus seirbhísí don teaghlach. Tharlódh go ndéanfaidh na rannpháirtithe gealltanais maidir le gníomhartha atá siad toilteanach a dhéanamh. Tharlódh go mbeadh sé ar cheann de na moltaí go lorgódh an bord sláinte comhairle dlíodóra mar gheall ar ordú cúirte chun an páiste a chosaint.

The conference may recommend that particular agencies provide resources and services to the family. Participants may provide undertakings regarding actions that they agree to take the recommendations may include the health board seeking legal advice with respect to an application for a Court order to protect the child.

D'fhéadfadh sí go n-iarrfaí ar an bhfosaí scoile súil níos géire a choinneáil ar iompar an pháiste. Chiallódh sé seo breathnú ar iompar an pháiste, idirghníomhnú leis na páistí eile, dul chun cinn ar scoil nó comhráití neamhfhoirmiúla. The school employee may be requested to keep the child's behaviour under closer observation. This may include observing the child's behaviour, peer interactions, school progress or informal conversations.

Nuair is cuí é agus taobh istigh de gnáth-theorainneacha rúndachta, tá sé de dhualgas ar fhoireann boird shláinte eolas a thabhairt do dhaoine a thuairisaíonn mí-úsáid líomhnaithe páistí agus do dhaoine proifisiúnta páirteacha eile faoi thorthaí aon fhiosraithe nó imscrudaithe ar an ábhar inní sin a bhfuair siad tuairisc air. Wherever appropriate and within the normal limits of confidentiality, health board staff have a responsibility to inform persons reporting alleged child abuse and other involved professionals about the outcomes of any enquiry or investigation into that reported concern.

Líomhaintí Nó Amhras faoi Pháistí a bheith á mí-úsáid ag Fostaithe Scoile.

Allegations or Suspicious of Child Abuse by School Employees

Déantar na treoirlínte seo a thairscint chun cuidiú le Bord Bainisíochta aird chuí a thabhairt ar chearta agus ar leas na bpáistí atá faoina gcúram agus ar chinn an fhostaí a ndéantar an líomhain ina c(h)oinne. The guidelines are offered to assist our Board of Management in having due regard to the rights and interests of the children under our care and those of the employee against whom an allegation is made.

Mar fhostóirí ba chóir do Bhord Bhainistíochta a thabhairt faoi deara gur chóir comhairle dlíodóra a lorg i gconaí sna cásanna seo toisc nach ionann na himthosca ó chás go chéile agus nach féidir déileáil le gach cineál tarlaithe sna treoirlínte seo.

As employees Board of Management should note that legal advice should always be sought in these cases as circumstances can vary from one case to another and it is not possible in these guidelines to address every scenario.

Tá sé tábhachtach a thabhairt faoi deara go bhfuil dhá mhodh le leanúint. It is important to note that there are two procedures to be followed:

1. An modh tuairiscithe maidir leis an líomhain.

The reporting procedure in respect of the allegation.

2. An modh chun déileáil leis an bhfostaí.

The procedure for dealing with the employee.

I gcoitinne níor cheart an fhreagracht as déileáil le saincheist na tuairiscithe agus saincheist na fostaíochta a bheith ar an duine céanna. Tá freagracht ar an DCA as tuairisc ar an ngnó a thabhairt don bhord sláinte agus tá Cathaoirleach an Bhord, ag é/í ag gníomhú i gcomhairle lena B(h)ord Bainistíochta, freagrach as plé le saincheist na fostaíochta. Más in aghaidh an DCA a dhéantar an líomhain mí-úsáide glacfaidh Cathaoirleach an Bhoird freagracht as tuairisc ar an ngnó a thabhairt don bhord sláinte.

In general the same person should not have responsibility for dealing with the reporting issue and the employment issue. The DLP is responsible for reporting the matter to the health board while the Chairperson, acting in consultation with his/her Board of Management, is responsible for addressing the employment issue. Where the allegation is against the DLP the Chairperson of the Board will assume the responsibility for reporting the matter to the Health Board.

Ba choir déileáil le haon líomhain faoi mhí-úsáid go mothálach agus a bheith cóir leis an bhfostaí. Tá ceart an duine go gcuirfí aon bhreithiúnas ar fionraí go dtí go mbíonn fiosrú iomlán cóir déanta san áireamh anseo. Any allegation of abuse should be dealt with sensitively and the employee fairly treated. This includes the right not to be judged in advance of a full and fair enquiry.

An Modh Tuairiscithe (Reporting Procedure)

Nuair a dhéantar líomhain faoi mhí-úsáid in aghaidh fostaí scoile ba choir don DCA sa scoil gníomhnú láithreach dó réir na modhanna atá leagtha síos thuas. Bá chóir ráiteas scríofa faoin líomhain a iarraidh ar an duine atá ag déanamh na líomhna (thig le tuismitheoir/caomhnóir ráiteas a thabhairt thar ceann an pháiste). Ba chóir don DCA eolas faoi líomhain a thabhairt do Chathaoirleach an Bhoird Bainistíochta i gconaí. Where an allegation of abuse is made against a school employee, the DLP within the school should act in accordance with procedures outlined in these guidelines. A written statement of the allegation should be sought from the person making the allegation (parents/guardians may make a statement on behalf of the child). The DLP should always inform the Chairperson of the Board of Management.

Ba chóir do fhostaithe scoile a fhaigheann líomhaintí in aghaidh fostaí scoile eile faoi mhí-úsáid tuairisc faoin ngnó a thabhairt láithreach don DCA. School employees

who receive allegations of abuse against another school employee should report the matter without delay to the DLP who should then follow the prescribed procedures.

Ba chóir d'fhostaithe scoile a dtagann amhras orthu faoi iompar fostaí scoile dul i gcomhairle leis an DCA. Má tá an DCA agus an fostaí scoile sásta go bhfuil bunús réasúnta maith leis an amhras, ba chóir don DCA tuairisc faoin ngnó a thabhairt don bhord sláinte agus do chathaoirleach an Bhoird. School employees who form suspicions regarding the conduct of another school employee should consult with the DLP. If the DLP and the school employee are satisfied that there are reasonable grounds for the suspicion the DLP should report the matter to the health board immediately. He/she should also report the matter to the Chairperson of the Board of Management.

Céard atá le déanamh ag an gCathaoirleach (Action to be taken by Chairperson)

Nuair a fhaigheann Cathaoirleach Boird Bhainistíochta fios faoi líomhain mí-úsáide in aghaidh fostaí scoile, ba choir dó/dí eolas a thabhairt don fhostaí go príobháideach faoi: When a Chairperson of a Board of Management becomes aware of an allegation of abuse against a school employee he/she should privately inform the employee of the following:

- a) go bhfuil líomhain déanta ina (h)aghaidh** (that an allegation has been made against him/her).
- b) nádúr na líomhna,** (nature of the allegation).
- c) cé acu an bhfuil tuairisc faoin ngnó tugtha ag an DCA don Bhord Sláinte nó nach bhfuil** whether or not the matter has been reported to the health board by the DLP.

Ba chóir cóip den líomhain scríofa nó aon doiciméad eile a thabhairt don fhostaí. Ba chóir iarraidh ar an bhfostaí freagra ar an líomhain faoi cheann ama a luaitear. Ba chóir insint don fhostaí go gcaithfí an miniú a thabharfaidh sé/sí don Bhord a thabhairt don Bhord Sláinte ina dhiaidh sin. The employee should be given a copy of the written allegation and any other relevant documentation. The employee should be requested to respond to the allegation in writing within a specified period of time. The employee should also be told that his/her explanation to the Board will also have to be passed to the Health Board.

Ag am gcéim seo ba chóir do Chathaoirleach an Bhoird aon ghníomh cosanta atá riachtanach a dhéanamh go práinneach. Ba chóir na gníomhartha seo a bheith i gcomhréir le méid an phriacail agus níor chóir go gcuirfidís piónós míreasunta ar an bhfostaí mura gá é chun páistí a chosaint. At this stage the chairperson of the board should as a matter of urgency take any necessary protective measures. These measures should be proportionate to the level of risk and should not unreasonably penalize the employee unless necessary to protect children.

Más é tuairim an Chathaoirligh go n-éilíonn an líomhain beart láithreach, ba chóir don Chathaoirleach, thar ceann an Bhoird a ordú don fhostaí fanacht as láthair ón scoil láithreach bonn. Muna bhfuil an Cathaoirleach cinnte ba choir dó/dí dul i gcomhairle leis an mBainisteoir um Chúram Leanaí sa bhord sláinte áitiúil agus/nó leis an nGarda Síochana chun comhairle a fháil. Ba choir don Chathaoirleach aird

a thabhairt ar an gcomhairle a bhíonn faighte aige/aici. If, in the Chairperson's opinion the nature of the allegation warrants immediate action, the Chairperson, on behalf of the Board, should direct that the employee absent him/herself from the school with immediate effect. Where the Chairperson is unsure as to whether the nature of the allegations warrants the absence of the employee from the school while the matter is being investigated s/he should consult with the Child Care Manager of the Health Board and/or An Garda Síochana for advice as to the action that those authorities would consider necessary. The Chairperson should have due regard for the advice offered.

Mheasfaí aon asláithreacht fostaí mar chead scoir riarthach le pá agus ní mar fhionraíocht. Any absence by a school employee would be regard as administrative leave of absence with pay and not a suspension.

Iarobair bhreise de dhith/Further follow-up required

Ba chóir don Chathaoirleach cruinniú den Bhord a thionól láithreach agus faisnéis a thabhairt do bhaill an bhord faoi nádúr na líomhaintí, an beart a rinneadh i dtaca leo sin agus toradh comhairlí ar bith leis an mbord sláinte agus nó/leis an Garda Síochana. Tá dianrúndacht baill an bhoird fíor thabhdhachtach anseo.

The Chairperson should convene an immediate meeting of the Board and inform the members of the nature of the allegations, the action taken in respect of same and the outcome of any consultations with the Health Board and/or an Garda Síochana. Members should be reminded of their serious responsibilities to maintain strict confidentialities about all matters relating to the issue.

B'fhéidir nach mbeadh an Bord Bainistíochta theacht ar shocrú cinnte faoi cé acu ar tharla an líomhain i ndáiríre. D'fhéadfadh cás dá leithéid tarlú nuair a bhaineann na líomhaintí mí-úsáide le fostaíocht an fhostaí scoile san am atá caite agus nuair atá na líomhaintí á bhfiosrú ag an mBord Sláinte nó ag an nGarda Síochána. Ba chóir do Chathaoirleach an Bhoird Bhainistíochta caidreamh dlúth rialta a chóthú leis na húdaráis seo agus aird chuí a thabhairt ar an gcomhairle a bhíonn tugtha ar na húdaráis seo don Bhord Bainistíochta. Má dhéantar cinneadh gur chóir don fhostaí glacadh le cead scoir riarthach, ba choir faisnéis a thabhairt don Roinn Oideachais agus Eolaíochta láithreach.

It might not be possible for the Board of Management to reach any definitive conclusions as to whether the alleged abuse actually took place. Such a situation could occur where allegations of abuse relate to the past employment of a school employee and where the allegations are being investigated by either the Health Board or An Garda Síochana. The Chairperson should maintain regular and close liaison with those authorities. A decision on the position of the school employee should be taken on the advice to the Board by those authorities. If a decision is taken that the school employee should take administrative leave of absence the Department should be noted immediately.

Má tharla an mhí-úsáid taobh istigh den scoil nó má bhaineann sí le mí-úsáid páistí de chuid na scoile, ag fostaíthe scoile taobh amuigh d'am scoile ba chóir don Bhord cruinniú breise a thionól. Ag an gcrúinniú seo ba chóir don Bhord na líomhaintí atá déanta in aghaidh an fhostaí scoile, comhairle an bhoird sláinte agus/nó an Garda

Síochana agus freagra scríofa an fhostaí a mheas go cruinn. When the alleged abuse has taken place within the school or relates to the abuse of pupils of the school by school employees outside of school time, the Board of Management should convene a further meeting. At this meeting the Board should consider in detail the allegations which have been made against the school employee and the source of those, the advice of the health board or the Garda Síochana in relation to the allegation and the written response of the employee to the allegations.

Ag an gcruinniú seo ba chóir seans a thabhairt don duine/ghníomhaireacht atá ag cur na mí-úsáide i leith an fhostaí a c(h)ás a chur os comhar an Bhoird agus féadfaidh duine eile a bheith ina c(h)uideachta agus é seo a dhéanamh aige (aici). **Mar an gcéanna ba choir seans a thabhairt don fhostaí a c(h)ás a chur i láthair an Bhoird agus féadfaidh duine eile a bheith ina c(h)uideachta fósta.** At this meeting the person/agency who is alleging abuse by the school employee should be offered an opportunity to present his/her case to the Board and may be accompanied by another person in doing so. Likewise the employee should be afforded an opportunity to make a presentation of his/her case to the Board and may be accompanied by another person.

Ba chóir don bhord cinneadh a dhéanamh ansin a cheapann siad a bheith riachtanach i dtaca leis an bhfostaí. Ba choir fáisnéis faoin toradh a thabhairt don Roinn Oideachais agus Eolaíochta má bhí an fostaí as láthair ar chead saoir riarthach. Having followed the procedures outlined above, the Board should then make a decision on the action, if any, it considers necessary to take in respect of the employee. The Department of Education and Science should be informed of the outcome where the school employee had been absent on administrative leave.

Aiseolas ó bhoird sláinte (Feedback from Health Board)

Leagann na Treorlíní ‘Children First’ dualgas ar Bhoird Bainistíochta féachaint chuige go ndéantar socraithe chun aiseolas a sholáthar d’fhostóirí maidir le dul chun cinn mí-úsáide i dtaca le fostaí. Is é dualgas Chathaoirleach an Bhoird Bainistíochta dlúth-chaidrimh a choinneáil leis na boird sláinte chun a chinntiú go ngníomhaíonn na boird sláinte go pras i gcásanna mí-úsáide líomhnaithe ina mbíonn fostaíthe scoile i gceist.

The ‘Children First’ guidelines place an onus on health boards to ensure that arrangements are put in place to provide feedback to employers in regard to the progress of a child abuse investigation regarding an employee. It is the responsibility of the Chairperson of the Board of Management to maintain close contact with the health boards to ensure that the health boards act promptly in cases of alleged abuse involving school employees.

Mí – Úsáid Piaráí agus Bulaíocht (Peer Abuse and Bullying)

Rianaíonn na Treoirí ‘Children First’ ceithre chatagóir éagsúla iompair ar gá aird a thabhairt orthu. The Children First Guidelines outline four different categories of behaviour which warrant attention.

(a) Gnáth Thurgnamh Gneasúil (Normal Sexual Exploration).

D'fhéadfadh seo a bheith ina chluiche soineanta idir beirt phaiste ina mbeidh turgnamh gneasúil mar pháirt de, d'fhéadfadh siad abairtí mar 'taispeáin domsa agus taispeanóidh mise duitse' a rá. 'Sé an tón an príomh ghné den iompar seo, níor chóir go mbeadh brú de shórt ar bith ann. De ghnáth níl feidhm le idirghabháil cúram páistí i gcás mar seo. This could consist of naïve play between two children which involves the exploration of their sexuality, exchanges such as 'you show me your and I'll show you mine'. One of the key aspects of this behaviour is the tone of it. There should not be any coercive or domineering aspects to this behaviour. Usually, there is no need for child protection intervention of any kind in this type of situation.

(a) Mí usáid Frithghníomhach Éagórach (Abuse Reactive Behaviour).

Sa chás seo, déanann páiste a raibh mí-usáid déanta air/uirthi, mar a rinneadh airsean/uirthise ar pháiste eile. Ba chóir an béim a chur ar riachtanais an pháiste a d'fhuiling é/í féin agus atá anois ag déanamh mar a gcéanna. In this situation, one child who has been abused already, acts out the same behaviour on another child. The emphasis should be on addressing the victim needs of the child perpetrator.

(b) Iompar Sealbhach Gneasúil (Sexually Obsessive Behaviour)

I gcásanna mar seo d'fhéadfadh baint a bheith ag na páistí in iompar éigeantach gneasúil. Bheadh féinthruailliú gneasúil iomarcach ina shampla de seo. D'fhéadfadh seo a bheith i gcás ina bhfuil riachtanas maoithneach ar iarraidh. San áit go bhfuil páistí faoi churam nó i dteaghlaigh ina bhfuil cúraim agus aird in easnamh d'fhéadfadh páistí dul ó féin chuimilt gneasúil go barraíocht suime nó fiosracht i gcursaí gnéis. Thiocfadh leis nach raibh mí-iompar gneasúil déanta ar na páistí seo ach go bhfuil riachtanais móra acu agus feidhm mhór orthu cuidiú a fháil deáileáil leis na riachtanais seo.

In this type of situation the children may engage in sexually compulsive behaviour. An example of this would be excessive masturbation which may well be meeting some other emotional need. Where children are in care or in families where care and attention is missing they may have extreme comfort needs that are not being met and may move from masturbation to excessive interest or curiosity in sex, which take on excessive or compulsive aspects. These children may not have been sexually abused but they may be extremely needy and may need very specific help in addressing these needs.

(c) Iompar maslach a dhéanamh ag Óganaigh agus Daoine Óga (Abusive Behaviour by Adolescents and Young People)

Beidh tréithe mar lámh láidir, comhéigean nó breabaireacht agus go cinnte rúndacht mar pháirt d'iompar mhaslach. Thiocfaidh a rá nach bhfuil ann ach fiosracht muna bhfuil difir ar bith in aois, stádas, cumhacht nó intleacht na beirte. Ar an dtaobh eile má tá an t-óganach trí bliana déag agus an páiste trí cruthaíonn an bearna tréith mhaslach ár chóir aird a thabhairt air.

Behaviour that is abusive will have elements of domination, coercion or bribery and certainly secrecy. If there is no age difference between the two children or no difference in status, power or intellect, then one could argue that this is indeed experimentation. On

the other hand, if the adolescent is aged thirteen and the child is aged three, this gap creates an abusive quality which should be taken seriously.

I gcásanna ina líomhnáitear mí-úsáid páistí a bheith tugtha ag páiste eile, ba chóir na treoirlínte atá tugtha sa pholasaí seo a leanúint. In a situation where child abuse is alleged to have been carried out by another child, the reporting procedure outlined in these guidelines should be followed.

Tá iompar gnéasaithe i measc páistí mí-oiriúnach agus caithfear aird mhór a thabhairt air. Ba chóir do scoileanna cruinnithe a bheith acu le tuismitheoirí na bpáistí uilig a bhíonn páirteach in iompar dá leithéid chun an fhadhb a réiteach.

Sexual behaviour between children is inappropriate and must be taken seriously. Schools should arrange separate meetings with parents of all children involved in such behaviour with a view to resolving the situation.

D'fhéadfadh iompar gnéasaithe a bheith ina chomhartha ar chás gur choir don bhord sláinte a mheasúnú. Bíonn measúnú cuimsitheach agus idirghabháil theiripeach ó dhaoine proifisiúnta sciliúla i gcúram leanaí de dhith ar pháistí a bhíonn ag mí-úsáid páistí eile. Tá athreoraí agus idirghabháil luath riachtanach.

Sexualised behaviour may also be indicative of a situation that requires assessment by the health board. Children who are abusive towards other children require comprehensive assessment and therapeutic intervention by skilled professionals. Early referral intervention is essential .

Mí-úsáid ghnéasach a thabhairt ag páistí agus daoine óga (Sexual abuse by children and young people)

I gcásanna ina mbíonn ábhar inní ag pearsana scoile faoi pháiste, ach nach mbíonn siad cinnte ar chóir dóibh tuairisc a thabhairt don bhord sláinte, ba choir dóibh comhairle a lorg.In cases where school personnel have concerns about a child, but are not sure whether to report the matter to the health board, they should seek appropriate advice.

I gcásanna ina mbíonn páistí ag mí-úsáid páiste eile, is é dualgas an bhoird sláinte clár chóireála a chur ar bun.

It is the responsibility of the health board to establish appropriate treatment programmes to cater for children who engage in abusive behaviour against other children.

Ba chóir do scoileanna socraithe cuí a dhéanamh i dtreo go laghdófaí an seans go dtarlódh aon iompar mí-úsáide arís sa scoil. Ba chóir do scoileanna gealltanais a thabhairt do tuismitheoirí/chaomhnóirí íospartach na mí-úsáide go ndéanfaidh an scoil gach gníomh atá réasúnta chun a chinntiú go mbeidh a bpáistí sábhailte taobh istigh den scoil. Ba chóir don phríomhoide agus do na múinteoirí ranga a bhíonn i gceist socraithe a dhéanamh chun bualadh le tuismitheoirí na bpáistí a bhí páirteach sa teagmhas leis an ngnó a phlé.

Schools should also make appropriate arrangements to minimize the possibility of any abusive behaviour re-occurring within the school. Schools should also provide assurances to parents/guardians of the abuse victims that the school will take all reasonable measures

to ensure the safety of their children within the school. The principal and class teacher should make arrangements to meet the parents of all the children involved in the incident with a view to addressing the matter. Separate meetings should be arranged for parents of the involved children.

Bulaíocht (Bullying)

‘Sé an rud atá i mbulaíocht nó iompar labhartha, fisiciúil nó síceolaíoch atá ag tarlú go rialta, atá a dhéanamh ag duine nó grúpaí ar dhuine eile agus atá ag cur isteach ar an duine sin. Bullying is repeated destructive behaviour which can be verbal, psychological or physical conducted by an individual or group against others. A characteristic feature of bullying is that it is systematic and on going.

Féach Polasaí Bulaíochta na Scoile (See School’s Bullying Policy)

Ní fheictear mí-úsáid páistí, mar fhaillí agus mí-úsáid ghnéasach, sa téarma bulaíocht. Forms of child abuse such as neglect and sexual abuse are not normally comprehended by the term bullying.

I gcásanna ina bhfuil an teagmhas tromchúiseach agus nuair a mheastar baol mí-úsáide a bheith san iompar, ba chóir don scoil dul i gcomhairle leis an mbord sláinte chun freagairt chuí a cheapadh. In situations where the incident is serious and where the behaviour is regarded as potentially abusive, the school should consult the relevant health board with a view to drawing up an appropriate response.

Clár Bí Sábháilte a dhéanamh i ngach rang ó Naíonáin Mhóra ar aghaidh. The Stay Safe Programme is taught in all classes from Senior Infants – 6th Class.

Déanfar an Clár 0SPS a mhúineadh i ngach rang. SPHE is on the Curriculum for each class from Junior Infants – Rang 6

Sábháilteacht (Safety)

Féach Ráiteas Sábháilteachta See Safety Statement

Athbhreithniú Review:

Athbhreithnithe sa scoilbhliain 2011 /12. Revised during the school year 2011 /12

Athbhreithnithe sa scoilbhliain _____. Revised during the school year _____

Athbhreithnithe sa scoilbhliain _____. Revised during the school year _____

Athbhreithnithe sa scoilbhliain _____. Revised during the school year _____

Athbhreithnithe sa scoilbhliain _____. Revised during the school year _____

Síniú Signature _____

Dáta Date _____

Síniú Signature _____

Dáta Date _____

Síniú Signature _____

Dáta Date _____

Síniú Signature _____

Dáta Date _____

Síniú Signature _____

Dáta Date _____

Cathaoirleach an Bhoird Chairperson

Ag dul i dteangbháil le Foireann Sláinte na Scoile Where you can contact School Health Team:

Banaltra Nurse: Leitir Ceanainn: 074 9123765

Dochtúir Oifigiúil Ceantair Area Medical Officer: **074 9123752**

An tSeirbhís Fiaclóireachta Dental Service: **074 9125591**

Cothú Sláinte Health Promotion: **074 9104693**

Stáisiún na nGardaí **074 9122222**

Duty Social Worker 074 9123770 (Don DCA agus don DCA Tánaisteach)