

## Ráiteas bhrollaigh *Introductory Statement*

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Glacann an Bord Bainistíochta leis go mbaineann cosaint agus leas leanaí le gach ghné den saol scoile agus go mbeidh sé soiléir i bpolasaithe, nósanna agus imeachtaí scoile. Dá bhrí sin, maidir le riachtanais ón Roinn Oideachais agus Scileanna um Chosaint agus Leas Leanaí, tacaíonn Bord Bainistíochta Ghaelscoil Uí Riada leis an bpolasaí seo a leanas um Chosaint agus Leas Leanaí.

*The Board of Management recognises that Child Protection and Welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, practices and activities. In accordance with the requirements of the D.E.S. Child Protection Procedures for Primary Schools, the Board of Management of Gaelscoil Uí Riada has agreed the following Child Protection Policy.*

## Dualgais *Responsibilities*

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- Tá sé de dhualgas ar scoileanna agus aon duine proifisiúnta atá ag obair le leanaí, an cur chuige maidir le cosaint leanaí a bheith ar eolas acu agus na treoirínte sin a leanúint i gcásanna mí-úsáide.  
*It is a duty of schools and all professionals working with children to be aware of the school's policy on child protection and to follow the guidelines for reporting cases of abuse.*
- Tá sé de dhualgas ar gach scoil togha na haire a thabhairt da daltaí agus iad a chosaint ar dochar.  
*Each school has a duty of care to each of its pupils and a duty to protect them from harm.*
- Tá múinteoirí agus daoine ag obair i scoileanna in áit gur féidir leo athraithe in iompar agus comharthaí mhí-úsáid leanaí a aithint.  
*Teachers and others working in schools are in a position to observe changes in behaviour and recognise signs of abuse.*
- I gcásanna go mbíonn fostaithe scoile in amhras maidir leis an ngné seo den saol scoile, bá chóir dóibh é seo a chur in iúl faoi mar atá sé eagraithe sna treoirínte seo.  
*In cases where school employees are in doubt about this area of school life, they should report this as outlined in the guidelines of the school policy.*

## Aidhmeanna *Aims*

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- Leanaí na scoile a chosaint ar mhí-úsáid, chomh fada agus is féidir é  
*As far as possible, to protect pupils of the school from abuse*
- Nós imeachta a thabhairt do fhostaithe scoile i gcásanna mí-úsáide  
*To provide school employees with clear guidelines for dealing with cases of abuse*

# Teagmhálaí Aitheanta *Designated Liaison Person*

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**Designated Liaison Person** : Aindrias Ó Maolanfaidh : Príomhoide

**Deputy Designated Liaison Person**: Máire Uí Choileáin : Príomhoide Tánaisteach

## Ábhar an pholasaí *Content of the Plan*

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### FREAGRACHT MAIDIR LE TUAIRISCIÚ

### RESPONSIBILITY FOR REPORTING

Tá sé d'fhreagracht ar éinne atá in amhras maidir le mí-úsáid linbh é sin a chur in iúl don D.L.P. (*Designated Liaison Person*). Údar reásúnach inní a bheadh sna samplaí seo:

- léiriú faoi leith ó leanbh.
- ráiteas ó dhuine a chonaic an mhí-úsáid
- tinneas, gortú nó iompar atá amhrasach
- comharthaí thar tréimhse ama

**NB.** Mura mbeadh aon chomhartha mí-úsáide á léiriú mar thacaíocht leis an amhras, ní fhéadfaí glacadh leis gurbh amhras reásúnach é sin ná gurbh údar inní é.

*Anyone in doubt regarding abuse of a child should indicate this to the Designated Liaison Person. The following may be reasons for suspicion:*

- *disclosure by a child*
- *statement from person who witnessed abuse*
- *pain, injury or behaviour that is dubious*
- *symptoms/signs over a period of time*

**NB:** *If no signs/systems of abuse can be identified as part of the teacher's suspicion, it cannot be reasonably assumed to be a case of abuse.*

### MÍ-ÚSÁID LEANAÍ SAINMHÍNIÚ AGUS AITHINT *CHILD ABUSE : DEFINITIONS AND SYMPTOMS*

- **Faillí:** – cothú, éadaí, teas, glantachas, sábháilteacht, cóir leighis srl.  
**Neglect** :- *lack of food, clothing, warmth, hygiene, safety, medication*
- **Mí-úsáid Mothúchánach:**– brú míréalach ar an leanbh ó thaobh oibre, freagrachta, deiseanna, smachta, foréigean teaghlaigh srl. de.  
**Mental Abuse**:- *unrealistic expectations with respect to work, responsibility, opportunity, discipline and evidence of domestic violence*
- **Mí-úsáid fisiciúil:** - croitheadh, iomarca fórsa á láimhsiú, nimh a thabhairt, plúcadh, Munchausen Syndrome, leanaí a chur i mbaol  
**Physical Abuse**:- *shaking, excessive force, poisoning, Munchausen Syndrome, putting child in danger*
- **Mí-úsáid Ghnéasach** **Sexual abuse**

## **MÍ-ÚSÁID LEANAÍ A AITHINT**

## **RECOGNISING ABUSE**

### Trí chéim

### Three Steps

- Cuma ar an leanbh gur fhulaing sé/sí gortú gan mhíniú  
*Obvious to people that child has suffered unexplained trauma/injury*
- Comharthaí nó carnán comharthaí a thabhairt faoi deara  
*Signs or group of signs are observed*
- Cuntas a choiméad ar an mioneolas agus rudaí a thugtar faoi deara a thuairisciú – dáta/amanna/ainmneacha/ionaid srl. D'fhéadfadh na rudaí a bheith tábhachtach.  
*Keep a report of signs which you have noticed*

## **An Curaclam agus Cosaint Leanaí** **Curriculum Provision and Child Protection**

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### **A. Mí-úsáid a sheachaint trí obair ón gCuraclam** **Prevention of Child Abuse through Curricular Provision**

Tá na nithe seo i bhfeidhm sa scoil  
*The following provisions are already in place in school.*

1. An Clár '**Fan Slán**' mar chuid den ábhar O.S.P.S.  
*The '**Stay Safe**' Programme as part of Social, Personal and Health Education.*
2. Forbairt ar Féin-mhuinín *Self-Esteem Enhancement*  
*Circle Time; Participation in school activities; discrete time; praise and encouragement.*
3. Rannpháirtíocht na dTuismitheoirí *Parental Involvement*  
*Parents aware of programmes taught in school. Parental feedback through worksheets for homework etc.*
4. Atmásféar agus Étos Scoile *Atmosphere and Ethos of School*  
*Positive whole school climate, encouragement of all pupils, assemblies, celebration of achievement, acknowledging effort and success. Broad curriculum provision*

### **B. Léiriú Ag Leanbh** *Disclosure From Child*

- Éist leis an leanbh *Listen to the child*
- Ná cuir ceisteanna a lorgóidh freagraí ar leith *Do not ask leading questions*

- Ná déan moltaí *Do not make suggestions*
- Ná cuir stop leis an leanbh atá ag nochtadh scéal atá tábhachtach.  
*Do not stop a child recalling significant events*
- Ná taispeáin mothúcháin láidre maidir leis an scéal *Do not over react*
- Mínigh go mbeidh cabhair nó moltaí eile ag teastáil  
*Explain that further advice and help may be required*
- Déan tuairisc den chomhrá agus coiméad cóip de  
*Record the discussions accurately and retain the record*
- **Ná geall rúndacht!** ***Do not promise confidentiality!***

### C. Tuairisciú Ar Léiriú

### *Reporting A Disclosure*

- Ba chóir don mhúinteoir cuí tuairisc a scríobh ar aon léiriú ó pháiste
- *The teacher in question should write a factual report based on the information disclosed by the child.*
- Ba chóir go mbeadh dátaí/amanna/ainmneacha/áit/comhthéacs sa tuairisc chomh maith le haon rud eile atá tábhachtach.  
*Dates, times, names, locations, context and any other relevant points should be included.*
- Tugtar an tuairisc chuig an Designated Liaison Person (D.L.P) i.e An Príomhoide  
*The report should be given to the Designated Liaison Person (D.L.P.) i.e. the Principal.*
- Déanfaidh an D.L.P. é seo a chur faoi bhráid an Bhoird Bainistíochta  
*The D.L.P. will make the report available to the Board of Management*
- Déanfaidh an Bord Bainistíochta cinneadh an gcuirfear an tuairisc seo ar aghaidh chuig an HSE agus na Gardaí
- *The Board of Management will decide if the report should be forwarded to the HSE and the Garda Síochána*
- Má shocraítear an tuairisc a chur ar aghaidh, cuirfear tuismitheoirí ar an eolas, ach amháin i gcásanna go mbeadh an leanbh i mbaol dá bharr
  - *If it is decided to forward the report the child's parents will be informed, except in a case where the BOM decides that the child's safety would be in doubt.*

## **Nos Imeachta i gCás Cúisiú i gcoinne Fostaí Scoile** ***Procedure In Case Of Allegation Against A School Employee***

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1. Cuireann an T.A. (Teagmhálaí Aitheanta) scéal chuig Cathaoirleach an Bhoird láithreach.  
*D.L.P. informs Chairperson of B.O.M. immediately.*
- 2(a). Lorgaíonn an Cathaoirleach tuairisc i scríbhinn ón duine atá ag déanamh an gearáin.  
*Chairperson seeks written statement from agency or person(s) making allegation.*
  - (b) Cuireann an Cathaoirleach an fostaí ar an eolas mar gheall ar an ngearán. Caithfear go cothrom agus i slí ceart leis an bhfostaí. Tá an fostaí i dteideal cóip den ghearán i scríbhinn agus i dteideal freagra a thabhairt don Bhord laistigh de sheachtain.  
*Chairperson informs employee of allegations. The employee is entitled to fairness and due process. He/she is also entitled to a written copy of the allegation and a week to reply to same.*
- 3 D'fhéadfadh an T.A. comhairle ón HSE a lorg agus d'fhéadfadh sé/sí freagracht a thógaint le haghaidh tuairisciú bunaithe ar an gcomhairle.  
*D.L.P. may seek advice from HSE and may take responsibility for reporting based on the advice received.*
4. Má shocraítear i ndiaidh an chomhairle gan tuairisc a chur ar aghaidh, cuireann an cathaoirleach an té atá ag gearán ar an eolas i scríbhinn mar gheall ar na cúiseanna. (Tá an duine sin saor chun comhairle ón HSE nó na gardaí a lorg)  
*If, after liaising, it is decided not to report, then the Chairperson shall inform those making the allegation of the reason why. (This person is then free to seek advice from the HSE or the Gardaí).*
5. Má shocraítear ar tuairisc a chur ar aghaidh cuireann an T.A. an Cathaoirleach ar an eolas agus leanfaidh an Cathaoirleach de réir '**Treoirínte le haghaidh Cosaint Leanaí 2011**'.  
*If it is decided to proceed with a report, the D.L.P. will inform the Chairperson, who will then proceed in accordance with standard reporting procedures [**'Guidelines for Child Protection 2011'**].*

## **Nós imeachtaí chun díleáil leis an bhfostaí scoile** ***Procedure for dealing with School Employee***

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1. Nuair a chuirfear an Cathaoirleach ar an eolas mar gheall ar ghearán i dtaobh fostaí scoile, lorgóidh sé/sí comhairle dlíodóra i gcónaí agus freagróidh sé/sí de réir an chomhairle sin.  
*When Chairperson becomes aware of an allegation of abuse against a school employee, he/she will always seek legal advice and will base response on advice received.*

2. Caithfidh sé/sí an dainséar don pháiste a mheas. D'fhéadfadh sé/sí iarraí ar an bhfostaí sos riaracháin a thógaint agus ba chóir dó comhairle ón HSE agus Gardaí a lorg.

*The Chairperson will consider the risk to pupil safety. Pupil safety is of utmost importance and may require the employee to take administrative leave and school should consult with HSE and Gardaí.*

3. Má théann an fostaí ar sos, cuirfear an Roinn Oideachais agus Scileanna ar an eolas agus aon oifigigh eile de réir comhairle dlíodóra.

*If leave is invoked, Chairperson informs D.E.S. and other agencies according to legal advice.*

4. Má tá tuairisc le scríobh tionólfaidh an Cathaoirleach cruinniú Boird gan mhoill.

*If a report is required the Chairperson convenes a Board of Management meeting as soon as possible.*

5. Baileofar eolas mar gheall ar an gcás mí-úsáide, ar bhain sé le dalta na scoile agus ar tharla sé laistigh den scoil nó taobh amuigh?

*The Board looks at the information regarding the allegation : does it affect a pupil in the school and did it happen within school time, or outside?*

6. Ba chóir don Bhord na nithe a leanas a chur san áireamh:

*The Board takes the following into consideration:*

- an gearán agus cé tá á dhéanamh *the allegation and the source of same*
- an chomhairle ó oifigigh éagsúla *advice received from the relevant authorities*
- freagra scríofa an fhostaí *written response of employee*
- deis a thabhairt don té ag déanamh an gearáin a c(h)ás a chur faoi bhráid an Bhoird agus bheith i dteannta duine éigean. *person/agency making allegation given the opportunity to present his/her case to the Board of Management and may be accompanied*
- deis a thabhairt don fhostaí an rud céanna a dhéanamh *employee should be afforded a similar opportunity.*
- dileáil leis an gcás i slí ceart agus caitheamh leis an bhfostaí go cothrom *BOM should deal sensitively with the issues and treat the employee fairly*
- déanfaidh an Bord cinneadh agus cuirfidh siad an fostaí ar an eolas i scríbhinn *the Board will arrange a meeting to discuss and advise the employee in writing*
- Cuirfear an Roinn Oideachas agus Scileanna ar an eolas i gcás sosa don fhostaí *The Department of Education and Skills is informed if the employee is placed on administrative leave*
- I gcás nach bhfuil an Bord Bainistíochta in ann fiosrúcháin a dhéanamh, *If the Board of Management cannot make a judgement the chairperson will contact*

déanfaidh an cathaoirleach  
comhairle ó údaráis eile  
(HSE agus Na Gardaí) a chur san  
áireamh.

*other agencies i.e. HSE or Gardaí*

## **Bord Bainistíochta**      ***The Board of Management***

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Roinneann an Cathaoirleach an t-eolas le baill an Bhoird. Is freagracht tromchúiseach í agus tá rúndacht daingean ag teastáil i ngach gné den phróiseas seo.

*The Chairperson should inform the Board of Management of all details. Board members have a serious responsibility in such matters and strict confidentiality is essential due to the issue and the process involved.*

## **Cur i bhfeidhm**      ***Implementation***

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Deireadh Fómhair 2006

Athbhreithniú : Márta 2012. Rinne Bord Bainistíochta na Scoile daingniú ar an bPolasaí seo ar an 21ú Bealtaine, 2012.

## **Athbheithniú**      ***Review***

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Déanfar athbheithniú ar an bpolsaí seo uair sa bhliain ag an mBord.

*This policy will be reviewed annually by the Board of Management.*

## **Freagracht don athbheithniú**      ***Responsibility for Review***

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Beidh an Príomhoide mar D.L.P. freagrach as athbheithniú á eagrú uair sa bhliain.

*The Principal, as D.L.P. will be responsible for initiating the annual review.*