

Carrigeen NS

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Child Safeguarding Statement including Risk Assessment

Carrigeen NS is a primary school providing primary education to pupils from Junior Infants to Sixth Class.

In accordance with the requirements of the [Children First Act 2015](#), [Children First: National Guidance for the Protection and Welfare of Children 2017](#), [the Addendum to Children First \(2019\)](#), the [Child Protection Procedures for Primary and Post-Primary Schools \(revised 2023\)](#) and [Tusla Guidance on the preparation of Child Safeguarding Statements](#), the Board of Management of Carrigeen NS has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Management has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* as part of this overall Child Safeguarding Statement.
- 2 The Designated Liaison Person (DLP) is **Sinéad Murphy**
- 3 The Deputy Designated Liaison Person (Deputy DLP) is **Paula Phelan**
- 4 The relevant person is **Sinéad Murphy**
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. This person can also be the DLP)
- 5 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, procedures, practices and activities. In its policies, procedures, practices and activities, the school will adhere to the following principles of best practice in child protection and welfare:

The school will:

- recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations;
- fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children;
- fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters;

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- adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
- develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- fully respect confidentiality requirements in dealing with child protection matters.

The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

6 The following procedures/measures are in place:

- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.
- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the [National Vetting Bureau \(Children and Vulnerable Persons\) Acts 2012 to 2016](#) and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the Department of Education and available on the gov.ie website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school-
 - ∅ Has provided each member of staff with a copy of the school’s Child Safeguarding Statement
 - ∅ Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement
 - ∅ Encourages staff to avail of relevant training
 - ∅ Encourages Board of Management members to avail of relevant training
 - ∅ The Board of Management maintains records of all staff and Board member training
- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the *Child Protection Procedures*

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for Primary and Post Primary Schools (revised 2023), including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.

- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. A written assessment setting out the areas of risk identified and the school's procedures for managing those risks is included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school's website, the gov.ie website or will be made available on request by the school.

Note: The above is not intended as an exhaustive list. Individual Boards of Management shall also include in this section such other procedures/measures that are of relevance to the school in question.

- 7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.
- 8 This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was adopted by the Board of Management on _____ [date].

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This Child Safeguarding Statement was reviewed by the Board of Management on ___ [most recent review date].

Signed: _____

Signed: _____

Chairperson of Board of Management
Management

Principal/Secretary to the Board of

Date: _____

Date: _____

Written Assessment of Risk of Carrigeen NS-Roll Number 15340i

In accordance with Section 11 of the Children First Act 2015 and with the requirements of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, the following is the Written Risk Assessment of **Carrigeen NS**.

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Section 1- List of School Activities

Section 2- Risks identified with respect to School Activities

Section 3- Reasonable Procedures in place to address risks of harm

1. List of school activities

1. Daily arrival and dismissal of pupils (as per morning yard supervision and general supervision policy)
2. Recreation breaks for pupils
3. Classroom teaching
4. One-to-one teaching
5. One-to-one interactions with any staff member during school day
6. Sporting Activities during and after school on and off site e.g. Hurling, camogie, football,-
7. School outings/tours
8. Use of toilet/changing areas in schools
9. Annual Sports Day
10. Transport arrangements for school activities including use of bus escorts
11. Care of children with special educational needs, including intimate care where needed,
12. Toileting Accidents
13. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required
14. Administration of Medicine
15. Administration of First Aid
16. Curricular provision in respect of SPHE, RSE, Stay Safe
17. Prevention and dealing with bullying amongst pupils
18. Training of school personnel in child protection matters
19. Use of external personnel to supplement curriculum-ACTIVITY BUNDLE & 'ONCE OFF' VISITORS TO SCHOOL
20. Parents assisting with school activities and events
21. Care of pupils with specific vulnerabilities/ needs such as
 - a) *Pupils from ethnic minorities/migrants*
 - b) *Members of the Traveller community*
 - c) *Lesbian, gay, bisexual or transgender (LGBT) children*
 - d) *Pupils perceived to be LGBT*
 - e) *Pupils of minority religious faiths*
 - f) *Children in care*
22. Recruitment of school personnel including -
 - a) *Teachers/SNA's*

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- b) *Caretaker/Secretary/Cleaners*
 - c) *Sports coaches*
 - d) *External Tutors/Guest Speakers*
 - e) *Volunteers/Parents in school activities during school hours*
 - f) *Visitors/contractors present in school during school hours*
 - g) *Visitors/contractors present during after school activities*
23. Participation by pupils in religious ceremonies/religious instruction external to the school during school hours
 24. Use of Information and Communication Technology by pupils in school
 25. Use of Information and Communication Technology by pupils at home for the purpose of remote/distance learning.
 26. Application of sanctions under the school's Code of Behaviour
 27. TY Students participating in work experience in the school
 28. Student teachers undertaking training placement in school
 29. After school use of school premises for activities **that are organised** by Board of Management. E.g CODER DO JO, Activity Camps

2. The school has identified the following risk of harm in respect of its activities

1. Daily arrival and dismissal of pupils- **Risk of harm due to inadequate supervision of children in school**
2. Recreation breaks for pupils- **Risk of harm due to inadequate supervision of children in school, Risk of harm due to inadequate code of behaviour**
3. Classroom teaching- **Risk of harm not being recognised by school personnel, Risk of child being harmed in the school by a member of school personnel**
4. One-to-one teaching- **Risk of harm in one-to-one teaching, counselling, coaching situation**
5. One-to-one interactions with any staff member during school day- **Risk of harm in one-to-one teaching, counselling, coaching situation, daily school interactions**
6. School Sporting Activities during and after school on and off site e.g. Hurling, camogie, football,- **Risk of child being harmed in the school by a member of school personnel, Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons**
7. School outings/tours- **Risk of child being harmed in the school by a member of school personnel, Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons., Risk of harm due to inadequate supervision of children while attending out of school activities**

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8. Use of toilet/changing areas in schools- **Risk of child being harmed in the school by a member of school personnel or by another child.**
 9. Annual Sports Day- **Risk of harm due to inadequate supervision of children in school**
 10. Transport arrangements for school activities including use of bus escorts- **Risk of harm due to inadequate supervision of children on bus, Risk of child being harmed by a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons. Risk of harm due to bullying of child**
 11. Care of children with special educational needs, including intimate care where needed- **Risk of child being harmed in the school by a member of school personnel, Risk of harm to child while a child is receiving intimate care**
 12. Toileting Accidents- **Risk of child being harmed in the school by a member of school personnel, Risk of harm to child while a child is receiving intimate care**
 13. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required- **Risk of child being harmed in the school by another child**
 14. Administration of Medicine- **Risk of harm not being recognised by school personnel**
 15. Administration of First Aid- **Risk of harm not being recognised by school personnel, Risk of child being harmed in the school by a member of school personnel, Risk of harm not being reported properly and promptly by school personnel**
 16. Curricular provision in respect of SPHE, RSE, Stay Safe- **Risk of harm from bullying and/or child abuse**
 17. Prevention and dealing with bullying amongst pupils- **Risk of harm due to bullying of child by other children**
 18. Training of school personnel in child protection matters- **Risk of harm not being recognised by school personnel, Risk of harm not being reported properly and promptly by school personnel**
 19. Use of external personnel to supplement curriculum- **ACTIVITY BUNDLE & 'ONCE OFF' VISITORS TO SCHOOL - Risk of harm due to inadequate supervision of children in school, Risk of child being harmed in the school by volunteer or visitor to the school**
 20. Parents assisting with school activities and events- **Risk of child being harmed by a member of staff of another organisation or other person while child participating in school activities/out of school activities**
 21. Care of pupils with specific vulnerabilities/ needs such as (a-f)- **Risk of harm due to inappropriate relationship/communications between child and another child or adult, Risk of harm due to bullying of child**
- a) *Pupils from ethnic minorities/migrants-*
 - b) *Members of the Traveller community-*
 - c) *Lesbian, gay, bisexual or transgender (LGBT) children-*
 - d) *Pupils perceived to be LGBT-*

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- e) *Pupils of minority religious faiths-*
- f) *Children in care-*

22. Recruitment of school personnel including(a-g)- **Risk of harm due to inappropriate relationship/communications between child and another child or adult, Risk of child being harmed in the school by a member of school personnel, visitor or volunteer.**

- a) *Teachers/SNA's-*
- b) *Caretaker/Secretary/Cleaners-*
- c) *Sports coaches-*
- d) *External Tutors/Guest Speakers -*
- e) *Volunteers/Parents in school activities during school hours-*
- f) *Visitors/contractors present in school during school hours-*
- g) *Visitors/contractors present during after school activities-*

23. Participation by pupils in religious ceremonies/religious instruction external to the school during school hours- **Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities**

24. Use of Information and Communication Technology by pupils in school- **Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school**

25. Use of Information and Communication Technology by pupils at home for the purpose of remote/distance learning.- **Risk of harm due to inappropriate interactions between students and teachers/students and other students/students and other 3rd parties**

26. Application of sanctions under the school's Code of Behaviour- **Risk of harm due to inadequate code of behaviour, Risk of harm due to bullying of child**

27. TY Students participating in work experience in the school- **Risk of harm due to inappropriate relationship/communications between child and another child or adult, Risk of child being harmed in the school by volunteer or visitor to the school, Risk of harm due to inadequate supervision of children in school**

28. Student teachers undertaking training placement in school- **Risk of child being harmed in the school by volunteer or visitor to the school, Risk of harm due to inadequate supervision of children in school**

29. After school use of school premises for activities **that are organised** by Board of Management. E.g CODER DO JO, Activity Camps- **Risk of child being harmed in the school by volunteer or visitor to the school, Risk of harm due to inadequate supervision of children in school, Risk of child being harmed by a member of school personnel**

3. The school has the following procedures in place to address the risks of harm which are identified in Section 2 of this assessment

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The following procedures (a-k) outlined below are those which are in place for *all* school personnel during *all* school activities and are in place *to address all risks* of harm as outlined in Section 2 above.

- a) All school personnel (employed in any capacity) are provided with a copy of the school's *Child Safeguarding Statement* or are made aware of where it can be accessed.
 - b) The *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)* are made available to all school personnel employed by the Board of Management.
 - c) School Personnel are required to adhere to the *Child Protection Procedures for Primary and Post-Primary Schools 2017* and all registered teaching staff are required to adhere to the *Children First Act 2015*
 - d) The school has a Health and safety policy.
 - e) The school implements in full the Stay Safe Programme.
 - f) The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting.
 - g) The school has made all registered teachers aware of the Professional Code of Conduct, in line with the Teaching Council Acts 2001-2015.
 - h) Encourages staff to avail of relevant training.
 - i) Encourages board of management members to avail of relevant training.
 - j) Maintains records of all staff and board member training .
 - k) The school has in place a mobile phone policy in respect of usage of mobile phones by pupils and school personnel.
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The following activities taken from Section 1 (and associated risks which are outlined in SECTION 2) have other related procedures which are considered specific to each. These procedures are outlined below.

1. Daily arrival and dismissal of pupils(*as per morning yard supervision and general supervision policy*)- a-k , **The school has a Supervision policy in place**
2. Recreation breaks for pupils- a-k ,**The school has a Supervision policy in place, The school has in place a Code of Behaviour for pupils**
3. Classroom teaching- a-k
4. One-to-one teaching- a-k, **Doors left open, glass in door,**
5. One-to-one interactions with any staff member during school day- a-k, **Children, insofar as reasonably possible, will not be left one to one with adults in a non-teaching situation. Doors left open, glass in door,** The school has a code of professional conduct for school personnel (non-teaching staff)

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6. Sporting Activities during and after school on and off site e.g. Hurling, camogie, football,- **a-k, Registered teachers only approved by Board of Management for coaching and supervising, Children will not travel in cars one to one, with the exception of parent/guardian.**
7. School outings/tours- **a-k, The school has in place a supervision policy and clear procedures in respect of school outings**
8. Use of toilet/changing areas in schools- **a-k, Usage and supervision policy.**
9. Annual Sports Day- **a-k , The school has a yard/playground supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc.**
10. Transport arrangements for school activities including use of bus escorts- **a-k, Registered teachers only approved by Board of Management for coaching and supervising, Children will not travel in cars one to one, with the exception of parent/guardian.**
11. Care of children with special educational needs, including intimate care where needed- **a-k , The school has an intimate care policy/plan in respect of students who require such care**
12. Toileting Accidents- **a-k, Clean underwear and suitable clothing will be kept in the school so that if a pupil has an 'accident' of this nature, they will in the first instance be offered fresh clothing into which they can change. If the pupil for whatever reason cannot clean or change themselves and the parents/guardians cannot be contacted, the child will be assisted by members of staff familiar to the child. In all such situations, two members of staff should be present. A record of all such incidents will be kept and Principal and parents will be notified.**
13. Management of challenging behaviour amongst pupils, including appropriate use of restraint where required- **a-k , Health and Safety Policy, Code of Behaviour**
14. Administration of Medicine-**All staff informed of children who may require medical intervention, Permission sought from parents/guardians to administer medicine, if needed, in line with Admin. Of Medicine Policy, Parental Involvement.**
15. Administration of First Aid- **Proper recording in Incident Report Book, Never One to One first aid administration, First Aid Kits stocked.**
16. Curricular provision in respect of SPHE, RSE, Stay Safe- **All implemented in full**
17. Prevention and dealing with bullying amongst pupils- **The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's *Anti-Bullying Procedures for Primary and Post-Primary Schools*, Appropriate application of sanctions under the school's Code of Behaviour, Supervision policy**
18. Training of school personnel in child protection matters- **a-k**
19. Use of external personnel to supplement curriculum-**ACTIVITY BUNDLE & 'ONCE OFF' VISITORS TO SCHOOL e.g. SEAI workshops- a-k, Supervision policy**
20. **Parents assisting with school activities and events- a-k,**

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21. Care of pupils with specific vulnerabilities/ needs such as (outlined below)- **a-k, The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's Anti-Bullying Procedures for Primary and Post-Primary Schools**
 - a) *Pupils from ethnic minorities/migrants*
 - b) *Members of the Traveller community*
 - c) *Lesbian, gay, bisexual or transgender (LGBT) children*
 - d) *Pupils perceived to be LGBT*
 - e) *Pupils of minority religious faiths*
 - f) *Children in care*
22. Recruitment of school personnel including(outlined below) - **a-k, Supervision Policy**
 - a) *Teachers/SNA's*
 - b) *Caretaker/Secretary/Cleaners*
 - c) *Sports coaches*
 - d) *External Tutors/Guest Speakers*
 - e) *Volunteers/Parents in school activities during school hours*
 - f) *Visitors/contractors present in school during school hours*
 - g) *Visitors/contractors present during after school activities*
23. Participation by pupils in religious ceremonies/religious instruction external to the school during school hours- **a-k, Consent forms signed by parents, No one to one participation.**
24. Use of Information and Communication Technology by pupils in school- **Code of Behaviour Policy, Acceptable Use Policy**
25. Use of Information and Communication Technology by pupils at home for the purpose of remote/distance learning- **Acceptable Use Policy, Code of Behaviour, Remote Learning Policy, Anti Bullying Policy,**
26. Application of sanctions under the school's Code of Behaviour- **a-k, All teachers are aware of Code of Behaviour procedures**
27. TY Students participating in work experience in the school- **a-k, Vetting Procedures, Communication with Sec. Schools,**
28. Student teachers undertaking training placement in school- **a-k, Vetting Procedures, Communication with Colleges, Unqualified/Student teachers not left alone with class.**
29. After school use of school premises for activities **that are organised** by Board of Management. e.g. CODER DO JO, Activity Camps- **a-k, Vetting Procedures,**

Important Note:

It should be noted that risk in the context of this risk assessment is the risk of "harm" as defined in the Children First Act 2015 and **not general health and safety risk**. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*

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In undertaking this risk assessment, the board of management has endeavoured to identify as far as reasonably possible the risks of harm that are relevant to this school and to ensure that adequate procedures are in place to manage all risks identified. While it is not possible to foresee and remove all risk of harm, the school has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent within reason.

It is acknowledged that schools already have in place a range of policies, practices and procedures to mitigate the risk of harm to children while they are participating in the activities of the school and that some school activities will carry low or minimal risks of harm compared to others. In the context of the risk assessment that must be undertaken by schools, the Children First Act, 2015 refers to risk as "any potential for harm". Therefore, it is important that, as part of its risk assessment process, each school lists and reviews all of its various activities (which shall include identifying those that may carry low risk of harm as well as those that carry higher risks of harm). Doing so will help the school to (1) identify, as required under the Children First Act, 2015, any risks of harm that may exist in respect of the school's activities, (2) identify and assess the adequacy of the various procedures already in place to manage those risks of harm and (3) identify and put in place any such additional procedures as are considered necessary to manage any risk identified.

The Addendum to Children First: National Guidance for the Protection and Welfare of Children published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. **Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.**

The School authority notes that in accordance with *section 3 of the Vetting Act*, there are no retrospective or other vetting requirements under the Vetting Act in respect of persons who assist a school on an occasional and unpaid basis provided such assistance *does not involve the coaching, mentoring, counselling, teaching or training of children or vulnerable persons*. This applies to any employees of the HSE, including NEPS (National Educational Psychological Service) who undertake work in the school with the consent of parents/guardians.

This risk assessment has been completed by the Board of Management It shall be reviewed as part of the school's annual review of its Child Safeguarding Statement.

Signed _____ Date _____

Chairperson, Board of Management

Signed _____ Date _____

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