Guaiseanna, Priacail, agus socraithe dá réir

Sa chuid seo den Ráiteas Sábháilteachta, cuirimid romhainn na contúirtí sa scoil, agus in imeachtaí scoile, a aithint, agus socraithe a dheanamh le gach baol a sheachaint agus le sábháilteach agus sláinte gach fostaí agus gach páiste a chosaint.

Hazards and Risks, and Arrangements

In this section of the Safety Statement, we identify the hazards to Health and Safety in the school, and in school activities, and we set out the arrangements made to minimize these dangers and to safeguard the health and safety of all employees and students in the school.

Teacht agus Imeacht ón Scoil; Gluaiseacht timpeall na Scoile

Coming to and going from School, Circulation around the School

Contúirt	Íseal/ Meánach/ Ard	An Baol atá i gceist	Réiteach na Faidhbe	Dáta	Duine Freagrach
Teacht agus Imeacht ón Scoil	M	Go mbuailfí paiste le carr	Go mbeadh cúram ar leith i gceist agus an fhoireann ag tiomáint in aice na scoile. Comhairle a chur ar thuismitheoirí maidir le páirceáil. Cuirtear ceist ar thusití chun a bpáitsí a thbhairt chuig doras na scoile agus iad a bhailiú ón áit seo ag deireadh an lae .	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile Tuismitheorí agus Pobal Scoile
Iompar mí-fhreagrach nó neamhshóisialta	M	Baol titim, timpistí, buaileadh isteach i bpáistí eile srl	Cuirfear Cód Iompair na Scoile i bhfeidhm i gcónaí. Is cuid den Chód Iompair é go léirítear meas ar dhaoine eile srl.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile Tuismitheoirí
Urlár Sleamhain/fliuch	M	Go dtitfeadh duine ar urlár sleamhain	Coinneofar súil amach le urlair atá neamhchothrom. Cuirfear in iúil don phríomhoide/ionadaí slándála ma thugtar a leithéid faoi deara. Glanfar na h-urláir le ábhar glantacháin nach bhfágann an urlár sleamhain. Glanfar na h-urláir i ndiaidh na scoile , nuair nach bhfuil páistí i láthair.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile Glantóir (í)
Mataí Urlaír	M	Go mbainfí tuisle as duine	Bí cinnte go bhfuil mataí socraithe síos sa dóigh nach bhfuil baol titim tharstu.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile

Hazard	Low/ Medium/High	Risk involved	Procedures	Date	Who is responsible?
Coming to and from school	M	That a child might be struck by a car	Teachers and visitors are asked to take great care when driving near the school. Parents are asked to take great care parking. Parents are asked to escort their students to the school door and collect them from this point at the end of day.	The whole school year	Principal/Safety Rep. Staff Parents and School Community
Irresponsible or unsocial behaviour	M	Children might fall, collide with other children etc.	The Cód Iompair will be implemented. It is part of our Cód Smachta to be respectful to all.	The whole school year	Principal/Safety Rep. Teachers Parents
Slippery floors	M	Risk of injury due to slipping or tripping on uneven surface	Watch out for slippery surfaces. Inform the Principal/Safety Rep. of all hazards. Floors should be cleaned with appropriate cleaning fluid that will not leave the floors slippery. Floors should be washed after school hours to minimise risk of injury to children.	The whole school year	Principal/Safety Rep. Staff Cleaners
Floor Mats	M	Risk of tripping and falling	Ensure that mats lie snugly and securely on floors and do not present a tripping hazard.	The whole school year	Principal/Safety Rep. Staff

Tine agus Aslonnú Éigeandála

Fire Hazards and Emergency Evacuation

Contúirt	Íseal/ Meánach/ Ard	An Baol atá i gceist	Réiteach na Faidhbe	Dáta	Duine Freagrach
Tine sa scoil	M	Baol gortú agus baol sláinte do gach duine sa scoil	Soláthrófar go leor múchtóirí tine oiriúnacha. Déanfar cinnte de go ndeantar seirbhísiú rialta ar fhearas tine. Tugfar oiliúint mar is cuí in úsáid múchtóirí tine	An bhliain ar fad	Bord Bainistíochta Príomhoide/Ionadaí Slándála
Aslonnú Éigeandala	M	Baol don slainte de bharr moill ar aslonnú. Baol timpiste i rith aslonnaithe	Cleachtófar druil tine uair sa téarma. Coimeádfar na bealaí éalaithe slan i gcónaí. Márcáilfear an t-alaram tine go soiléir	Uair sa téarma	Príomhoide/Ionadaí Slándála Foireann Scoile Bord Bainistíochta

Hazard	Low/Medium/ High	Risk involved	Procedures	Date	Who is responsible?
Outbreak of fire in school building	M	Risk of injury to health due to burns or smoke inhalation.	Adequate supply of fire extinguishers that will deal with any type of fire. All fire equipment will be serviced regularly. Instructions to be given to staff in the use of fire extinguishers regularly.	The whole school year	Bord Bainistíochta Principal/Safety Officer
Emergency Evacuation	M	Risk to health due to delayed evacuation; Risk of accidents during evacuation	Fire Drills to take place each term	Once a term	Principal/Safety Officer Staff Bord Bainistíochta

An Clós **The Playground**

Contúirt	Íseal/ Meánach/ Ard	An Baol atá i gceist	Réiteach na Faidhbe	Dáta	Duine Freagrach
Iompar mí-fhreagrach nó neamhshóisialta	M	Baol titim, timpistí, buaileadh isteach i bpaistí eile,srl	Cuirfear Cód Iompair na scoile i bhfeidhm i gcónaí sa chlós. Iarrtar ar pháistí meas a léiriú ar pháistí eile i gcónaí, agus gan páirt a ghlacadh in imirt gharbh a d'fhéadfadh daoine a ghortú. Pléifear rialacha an chlóis agus tarraingeofar aird na bpáistí orthu go rialta.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile
Gloine briste, snáthaidí, brúscar	M	Go dtarlódh timpiste tríd ábhar dainséarach a láimhseáil Go scaipfí galair tríd ábhar dainséarach a láimhseáil	An clós a scrúdú go rialta, le haghaidh aon ábhar dainséarach, agus glanfar aon ábhar dainséarach láithreach. Na páistí a thraenáil gan aon ghloine, nó brúscar d'aon short, a phiocadh suas ón talamh, ach amháin faoi stiúr múinteora, agus leis an treallamh ceart cosanta	An bhliain ar fad	Príomhoide Foireann Scoile
Ráillí/ Céimeanna sa chlós	M	Buaileadh ina gcoinne, Rolladh orthu agus titim	Rabhadh a thabhairt do na páistí fanacht amach uathu Múinteoirí aireach	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile

Hazard	Low/Medium/ High	Risk involved	Procedures	Date	Who is responsible?
Irresponsible or anti-social behaviour	M	Children might fall, collide with other children etc.	School's Cód Iompair will be implemented in the playground. Children are asked to show respect for others at all times and not engage in rough play that might injure others. Playground rules will be discussed and the children's attention will be drawn to them regularly.	The whole school year	Principal/Safety Rep. Staff
Broken glass, syringes, waste	M	Risk to health through handling dangerous or toxic material. Risk of disease through handling unclean materials	Playground, particularly near open perimeter areas, will be regularly checked for hazardous material, and will be cleared of dangerous material when necessary. Children will be taught not to handle glass or rubbish of any sort, unless they are supervised by teachers and wear appropriate protective equipment	The whole school year	Principal/Safety Rep. Staff
Railings/ Steps in the yard	M	Hitting against them, rolling on them and falling	Children are warned not to roll on railings/sit on them etc., not to go go on steps Teachers watchful	The whole school year	Principal/Safety Rep. Staff

Galair, Drugaí agus Cógais Disease, Drugs and Medication

Contúirt	Íseal/ Meánach/ Ard	An Baol atá i gceist	Réiteach na Faidhbe	Dáta	Duine Freagrach
Creachta agus galar	M	Go bhfaigheadh duine galar nó tinneas de bharr nár tugadh aire ceart dó/di Go scaipfí galair ó dhuine go duine	Coinneofar bosca gar-chabhair san oifig. Múinteoirí nó an Rúnaí amháin a dhéanfaidh cúram de chreachta na bpáistí, ag baint úsáid as láimhínní plaisteacha. Cinnteofar go bhfuil gallúnach, paipéar leithris, sa scoil i gcónaí. Iarrtar ar thuismitheoirí a chuir in iúil don scoil (go discréideach) má tá/bhí aon ghalar tógalach ag a bpáistí.	An bhliain ar fad An bhliain ar fad	Príomhoide/Ionadaí Slandála Foireann Scoile Glantóirí Tuismitheoirí
Cógais	Í	Go dtarlódh tinneas nó timpiste de bharr páiste ag tógaíl leigheas nach bhfuil feiliúnach	Is gá do thuismitheoirí cead a fháil ón mBord/ bPríomhoide má tá aon thaibléidí, buidéal leighis, ionanailitheoir, nó aon chogás leighis eile le bheith ar scoil ag páiste. Beidh ar aon leigheas bheith coimeádta ag an múinteoir/bpríomhoide I rith an lae. Is i gcásanna eisceachtúla amháin, agus le cead an Bhoird Bainistíochta, a dhéanann foireann na scoile dáileadh ar leigheas ar bith (níos mó sonraí sa Pholasaí Riaracháin Leighis)	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile Tuismitheoirí Bord Bainistíochta
Leithrisí	M	Scaipeadh galair	Coimeádtar leithrisí fíorghlan agus ba cheart do ghach duine sa scoil an caighdeán ard glaineacht seo a chinntiú agus scéala a chuir láithreach go dtí an múinteoir/príomhoide má bhíonn gá ní ar bith a dhéanamh chun é seo a chinntiú.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile Glantóirí

Hazard	Low/Medium/ High	Risk involved	Procedures	Date	Who is responsible?
Wounds and Infection	M	Risk of disease or illness due to unsatisfactory care of grazes and wounds Risk of transmission of infectious diseases. Risk of infection	A first-aid box is kept in the office. Supplies to be checked regularly. It is the teaching/ancillary staff alone that is authorised to treat wounds and grazes. They will wear protective gloves when treating cuts. An appropriate supply of soap, towels, paper and sanitary disposal units should be provided and checked daily. Parents are asked to notify Principal (in confidence) if children have/had an infection.	The whole school year The whole school year	Principal/Safety Rep. Staff Teachers Cleaners Parents
Medication	Í	Risk of poisoning to pupils or staff	Parents must get permission from the Principal/Board to bring a child's tablets, medicine, inhaler or any other medication to school. All medication must be kept in care of the teacher /principal during the school day. It is only in exceptional cases, with the permission of the Board, that the staff may administer any medicine (more details in the Administration of Medicines Policy)	The whole school year	Principal/Safety Rep. Staff Parents Bord Bainistíochta
Toilets	M	Risk of infection	Toilets will be kept clean and hygienic. Everybody in the school should uphold a high standard of hygiene, and inform the teacher/principal immediately if the toilets require attention.	The whole school year	Principal/Safety Rep. Staff Cleaners

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Nósanna Imeachta sa Seomra Ranga
Classroom Procedures

Contúirt	Íseal/ Meánach/ Ard	An Baol atá i gceist	Réiteach na Faidhbe	Dáta	Duine Freagrach
Iompar mí-fhreagrach nó neamh-shóísialta	M	Baol timpistí agus gortú de dharr buaileadh I gcoinne troscan nó paistí eile	Cuirfear Cód Iompair na scoile i bhfeidhm sa seomra ranga i gcónaí. Iarrtar ar gach páiste gan a bheith cúramach agus é/í ag gluaiseacht timpeall an tseomra ranga.	An bhliain ar fad	Príomhoide/Ionadaí Slandála Foireann Scoile
Bacanna i bpasáistí	M	Baol go mbainfí tuisle as duine agus go ngortófar iad	Déan cinnte go bhfuil na málaí scoile agus srl in ait shábháilte i gcónaí	An bhliain ar fad	Foireann Scoile Ionadaí Slandála
Troscain agus fearas ranga lochtach/briste	M	Go ngearrfearr nó go ngortófaí páiste	A luaithe is a thugtar faoi deara go bhfuil troscáin nó fearas lochtach, cuirfear in iúil é don ionadaí slandála nó don phríomhoide. Cuirfear troscán nó fearas lochtach i leataobh go dtí go ndeiseofar é	An bhliain ar fad	Príomhoide/Ionadaí Slandála Foireann Scoile
Ábhar ealaíne (péint, taos, vearnais srl)	Í	Go dtarlódh timpiste nó tinneas de bharr mí-úsáid ábhair	Cinnteofar go bhfuil an t-ábhar agus an fearas in úsaid oiriúnach don tasc idir láimhe agus d'aois agus chumas na bpáistí. Cinnteofar maoirseacht agus oiliúint cuí, ag braith ar an aois-ghrúpa. Cinnteofar aerú maith nuair atá ábhar ceimiceach in úsáid.	An bhliain ar fad	Príomhoide/Ionadaí Slandála Foireann Scoile
Urlár fliuch de bharr doirteadh nó comhdhlúthú	M	Go ngortófaí duine de bharr sleamhnú	Cuirfear in iúil do mhúinteoirí faoin dainséar (más sa seomra ranga, cuireann an múinteoir in iúil don rang) agus coinnítear amach ón ait sleamhan más féidir go dtí go bhfuil an fhadhb réitithe.	An bhliain ar fad	Foireann Scoile Ionadaí Slandála Glantóirí

Hazard	Low/Medium/ High	Risk involved	Procedures	Date	Who is responsible?
Irresponsible or unsocial behaviour	M	Risk of accidents and injuries due to collision with furniture or other children	Cód Iompair will be implemented in the classroom. Children must move about the room in an orderly manner.	The whole school year	Principal Staff
Obstructed passageways	M	Risk of injury through tripping	Ensure that children stow personal belongings safely	The whole school year	Staff Safety rep.
Broken/damaged classroom furniture or equipment	M	Risk of accident or injury	Broken /damaged furniture or equipment should be reported immediately to the principal or safety rep. Damaged furniture or equipment will be put aside until repaired.	The whole school year	Principal/Safety Rep. Staff
Art equipment and supplies (Paint, glue, varnish etc.)	Í	Risk of illness or accident through misuse or abuse of substances	Materials and equipment used by pupils should be suited to the task, age and ability of the pupils using it. Appropriate supervision and instruction to be ensured at all times. Ensure adequate ventailation when using solvents/chemical materials.	The whole school year	Principal Staff
Wet floors due to spillages or condensation	M	Risk of injury due to slipping	Teachers will be informed of the hazard (if in classroom, teacher will inform the class) and wet area will be dealt with as soon as possible.	The whole school year	Staff Safety Rep. Cleaners

Turais Scoile **School Tours**

Contúirt	**Íseal/ Meánach/ Ard**	**An Baol atá i gceist**	**Réiteach na Faidhbe**	**Dáta**	**Duine Freagrach**
Turais Oideachasúla taobh amuigh den scoil	M	Go dtarlódh timpist do pháiste nó do bhall den fhoireann	Is gá na socraithe i dtaobh gach turas scoile a phlé leis an bpríomhoide. Iarrtar ar mhúinteoirí iarracht a dheanamh a chinntiú nach bhfuil contúirt do-ghlactha dóibh féin nó dá rang ag baint leis an turas scoile. Tugtar bosca garchabhair (agus aon leigheas ceadaithe) agus fón leo.	Laethanta áirithe	Príomhoide/Safety rep. Foireann Scoile

Hazard	**Low/Medium/ High**	**Risk involved**	**Procedures**	**Date**	**Who is responsible?**
Educational visits off the school premises	M	Risk of injury to pupils and/or staff	Plans for all school tours must be discussed with the principal. Teaching staff must make all reasonable effeorts to ensure that the visit does not involve an unacceptable risk of injury to themselves or their pupils.	Particular days during the year	Principal/Ionadaí Slandála Staff

Ceimicí, Ábhar Glantacháin, Treallamh Leictreach **Chemicals, Cleaning Materials, Electrical Equipment**

Contúirt	**Íseal/ Meánach/ Ard**	**An Baol atá i gceist**	**Réiteach na Faidhbe**	**Dáta**	**Duine Freagrach**
Ceimicí agus áhbar glantacháin	M	Go dtarlódh timpiste nó tinneas de bharr mí-úsaíd ábhar ceimiceach nó úirlise	Coinneofar aon ábhar baolach i seomra an ghlantóra. Ní thugfar cead d'aon pháiste ábhar glantacháin a úsaíd ach faoi mhaoirseacht mhúinteora.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile
Gléasanna leictreacha	M	Go dtarlódh timpiste de bharr mí-úsáid gléas leictreach, nó de bharr úsaid gléas atá lochtach	Ba cheart gach gléas leictreach a sheiceáil go rialta, agus ba cheart treallamh lochtach a dheisiú nó a athnuachan go tapaidh. Ní thugtar cead do pháistí bheith ag plé le gleasanna baolacha, mar citeal leictreach srl. Ba cheart na treoracha cuí a bhaineann le treallamh a leanúint	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile
Cáblaí leictreacha	M	Go mbainfí tuisle as duine agus go ngortófaí iad da bharr	Cinnteofar go bhfuil ord agus eagar ar chablaí leictreach leis an mbaol seo a sheachaint	An bhliain ar fad	Foireann Scoile Ionadaí Slandála
Ríomhairí	Í	Dochar do shlainte duine ó radaíocht UV	Má tá tréimhse fada os comhair ríomhaire i gceist, úaídfear síothlán UV	An bhliain ar fad	Príomhoide Bord Bainistíochta Foireann Scoile Ionadaí Slandála
Troscáin nó treallamh lochtach	M	Go dtarlódh timpiste nó gortú de bharr úsáid treallaimh nó troscáin atá lochtach	Déanfar scrúdú ar threallamh agus troscán na scoile uair sa bhliain le cinntiú go bhfuil sé slán. Má thugann aon fhostaí faoi deara go bhfuil aon treallamh nó troscán lochtach nó baolach, cuirfidh sé/sí in iúl láithreach é don phríomhoide/ionadaí slandála.	An bhliain ar fad	Príomhoide/Ionadaí Slándála Foireann Scoile
Córas Teasa	M	Go dtosódh tine de bharr easpa seirbhís ar an gcóras teasa Go dtosódh tine de bharr páipéar srl a bheith fágtha ar/ ró-ghar do theasaire	Déanfar seirbhís ar aon taiscthéitheoirí go rialta le cinntiú go bhfuil gach rud ag oibriú mar is ceart. Ní ceart na teasairí a chlúdach.	Nuair a bhíonn an teas ar siúl	Príomhoide/Ionadaí Slándála Bord Bainistíochta Foireann Scoile

Hazard	Low/Medium/ High	Risk involved	Procedures	Date	Who is responsible?
Chemicals and cleaning materials	M	Risk of accident due to misuse of electrical equipment, or abuse of chemical materials or equipment	All hazardous materials will be kept out of reach of the children in the utility room. Children will not be permitted to use cleaning materials except under teacher's supervision.	The whole school year	Principal/Safety Rep. Staff
Electrical Equipment	M	Risk of accident due to misuse of electrical equipment, or use of faulty equipment	All electrical equipment to be checked regularly and faulty equipment should be repaired or replaced promptly. Children will not be permitted to use potentially dangerous equipment such as kettles etc All equipment should be used appropriately, according to manufacturer's instructions.	The whole school year	Principal/Safety Rep. Staff
Electric Cables	M	Risk of injury due to tripping over trailing cables	Avoid trailing cables and leads whenever possible. Secure cables to floor with tape if necessary.	The whole school year	Staff Safety Rep.
Computers	Í	Risk of injury to health from over-use of computers.	When prolonged use by student or adult is envisaged, protective UV filter should be used.	The whole school year	Principal/Safety Rep. Bord Bainistíochta Staff
Broken or damaged furniture or equipment	M	Risk of accident or injury	Equipment & furniture will be inspected annually to ensure that it is safe and in good working order. If there is any damage to equipment, the principal/safety rep. should be informed immediately.	The whole school year	Principal/Safety Rep. Staff
Heating System	M	Fire due to need of service Fire due to paper etc being left on/ too close to heater	Any storage heaters in use to be serviced annually. No child or staff member to leave anything on or too near heaters.	When heating is in use	Principal/Safety Rep. Bord Bainistíochta Staff