



Health and Safety Risk Assessment

Scoil Íosagáin Primary School

School Context:

Scoil Íosagáin Primary School caters for 204 children, including those with additional educational needs, and employs (on behalf of the Department of Education) 29 staff members.

Objective:

To ensure a safe and healthy environment for all students, staff, and visitors, complying with all relevant health and safety legislation.

Risk Assessment Summary:

General Safety:

The following procedures are in place in our school:

- Regular safety audits and inspections of school premises (monthly maintenance checklists by all staff).
- Clear signage for emergency exits and evacuation routes.
- Fire drills conducted once per term.
- Fire extinguishers and alarms checked regularly (Service contract in place with Allied Fire)

Classroom Safety:

The following procedures are in place for safety measures in classrooms:

- Safe and secure storage of hazardous materials and equipment.
- Adequate supervision ratios in classrooms, particularly for children with additional needs.
- Regular reminders to children to keep walkways clear of bags
- Ergonomic furniture appropriate for children and staff.

Playground Safety:

The following procedures are in place for safety measures on our playgrounds:

- Regular inspection and maintenance of playground equipment.
- Adequate supervision during breaks and PE activities.
- Soft, impact-absorbing surfaces installed in the court near goals.

Hygiene and Cleanliness:

The following general procedures are in place in the school (cleaning provided by ABC cleaning)

- Daily cleaning and sanitisation of classrooms, bathrooms, and common areas (on cleaning rota).
- Hand sanitising stations placed throughout the school.
- Regular lessons on personal hygiene for all class levels
- Children encouraged to wash hands before and after eating and after yard

Medical Emergencies:

- First aid kits available in key locations (staff room and hall entrance way).
- Some staff trained in first aid and CPR (retrained as appropriate)
- Individual support plans for students with medical conditions.

Access and Inclusion:

- Ramps, lifts, and accessible facilities for children and staff with disabilities.
- Individual risk assessments for students with additional educational needs.
- Staff training on inclusive practices and accommodations.

Visitor and Contractor Safety:

- Sign-in procedures for all visitors and contractors.
- Safety briefings for contractors working on site (organised by PDSP).
- Supervision of visitors to ensure compliance with school policies.

Legal Compliance:

All policies and practices comply with the Safety, Health and Welfare at Work Act 2005 and relevant child protection legislation.

Review and Monitoring:

The risk assessment is reviewed annually or as necessary following significant changes or incidents. Regular feedback from staff, parents, and students is encouraged to continuously improve health and safety standards.

Responsibility:

The Health and Safety Officer, in conjunction with the school principal and Board of Management, is responsible for implementing and monitoring these measures.

Emergency Contact:

Designated staff members are identified as emergency contacts and are trained to handle health and safety incidents.

The following emergency contacts apply for 2024/25:

Ita Walsh 087 9126935

Maura Sugrue 087 127 2589

Catherine Ellis 087 9337486

Documentation:

All risk assessments and safety procedures are documented and accessible to staff and inspectors.

This risk assessment statement ensures that Scoil Íosagáin Primary School remains a safe and inclusive environment for all students and staff, meeting all legal requirements and promoting a culture of safety and well-being.

Review and ratification:

This safety statement was reviewed at a Board of Management Meeting held on 07.05.2025

Signed: 

Chairperson

Date: 07.05.2025



Scoil Íosagáin Ballybunion

Health and Safety Statement & Risk Assessment Tool

1. School Mission

Scoil Íosagáin Ballybunion is committed to providing a safe, inclusive, and positive learning environment for all children and staff. In line with our legal obligations under the Safety, Health and Welfare at Work Act 2005 and Department of Education guidelines, we aim to ensure that our school is a place where risks are identified and managed proactively, and where all members of the school community feel safe and supported.

2. Responsibilities

Board of Management (BOM):

- - Has overall responsibility for health and safety in the school.
- - Ensures risk assessments are carried out and regularly reviewed.

Principal (Safety Officer):

- - Implements the safety policies and procedures.
- - Maintains health and safety records.
- - Coordinates fire drills, training, and inspections.

Staff Members:

- - Co-operate with safety procedures.
- - Report hazards, accidents, and near-misses immediately.
- - Follow procedures relating to pupil supervision, medication, first aid, hygiene, and emergency evacuations.

Visitors and Contractors:

- - Must sign in and follow all safety protocols.
- - Are supervised as required.

3. Risk Assessment Tool (full risk assessment document available)

Main concerns:

Area/Activity	Hazard Identified	Risk Rating (L/M/H)	Controls/Actions
Fire safety	Fire or smoke injury	High	Regular fire drills; extinguishers serviced annually; evacuation plan posted
Yard/playground supervision	Injury from falls or conflicts	Medium	Staff on duty; structured play; yard zoning
PE and sport	Slips, trips, impact injuries	Medium	Age-appropriate equipment; supervision; first aid access
Cleaning products	Inhalation/chemical burns	High	Stored in locked press; COSHH register maintained
Hot Food Provision	Burns, food hygiene, allergen risk	Medium	Staff training; allergen lists; PPE; hygiene checks

4. Emergency Procedures

- Fire Drill: Conducted once per term. Fire exits clearly marked.
- First Aid: Staff trained. Kits stocked and accessible.
- Accident Reporting: All incidents recorded and reviewed.
- Lockdown Procedure: In place and rehearsed annually.

5. Hot Food Provision – Specific Health and Safety Measures

Now that Scoil Íosagáin is offering hot meals (commencing May 2025), the following controls are in place:

- - Meals delivered by approved supplier; stored/served under HACCP standards.
- - Staff trained in food handling, hygiene, allergen awareness.
- - Allergen info displayed on site and shared with parents.
- - Gloves/tongs used for distribution; children seated during meals.
- - Cleaning protocols followed after each session.

6. Review and Monitoring

- Risk assessments reviewed annually or post-incident.
- Annual report presented to Board of Management (Term 3).
- Safety concerns logged and acted upon within 5 days.
- Contractors provide own risk assessments and insurance.

7. Training and Awareness

- Fire safety, first aid, and manual handling updated as required.
- Staff briefed annually on all procedures.
- Visitors and TY students briefed on arrival.

8. Appendices (Available in H&S Folder)

- Fire drill logs
- First aid training records
- Accident report forms
- COSHH register
- Supplier safety statements
- Staff policy declaration forms

Signed: _____



Chairperson

Date: 07.05.2025

Signed: _____



Principal

Date: 07.05.2025