

Polasaí Sláinte agus Sábháilteacht

Gaelscoil na gCeithre Maol

Réasúnaíocht

Aithníonn Bord Bainistíochta Ghaelscoil na gCeithre Maol an tábhacht a bhaineann leis an reachtaíocht a cuireadh i bhfeidhm san Acht um Shláindáil, Sláinte agus Leas ag Obair 1989.

De réir an dlí, bíonn ar gach fhostóir, in éineacht lena chuid fostaithe, ráiteas Sláinte agus Sábháilteacht a ullmhú. Léiríonn sé tiomantas an Bhoird Bainistíochta i leith sábháilteachta agus sláinte, agus tugann sé breac-chuntas ar an eagraíocht agus na hacmhainní atá ag teastáil chun caighdeán sláintiúil agus sábháilte a choinneáil.

An aidhm atá againn i nGaelscoil na gCeithre Maol ná go mbeadh pobal na scoile uile sábháilte agus sláintiúil agus iad ag obair nó ag freastal ar an scoil.

Leagann an Ráiteas Slándála seo amach polasaí slándála Bhoird Bainistíochta, maraon le cuntas ar na bealaí ina gcuirfear an polasaí sin i gcríoch. Is é aidhm an Bhoird Bainistíochta gach dícheall a dhéanamh chun timpeallacht shlán, shláintiúil a sholáthar dá fhostaithe agus dá dhaltaí uile, agus a dhualgais i leith gach ball den phobal lena mbíonn teagmháil aige a chomhlíonadh.

Déanann an Bord Bainistíochta plé ar chúrsaí sláinte & sábháilteachas go rialta.

Éilíonn an polasaí comhoibriú ó gach fostaí.

Eolas Ginearálta

Déanann an Bord Bainistíochta plé ar chúrsaí Sláinte & Sábháilteachas go rialta.

Tá gach duine ar an bhfoireann freagrach as sábháilteachais sa scoil agus caithfear an múinteoir ainmnithe (príomhoide) a chur ar an eolas faoi aon contúirt a bhraitear.

Múintear Sláinte & Sábháilteachais tríd OSPS sa scoil.

Múintear "Fan Slán" sa scoil.

Maoirseacht ar na daltaí & iad ar scoil (8:30 - 2:20)

Cuirtear an Cód Smachta agus an Pholasaí Bulaíochta i bhfeidhm í gcónaí. Tugtar aird láithreach ar aon eachtra láithreach & coiméadar tuairisc.

Cuirtear Treoirlínte i leith Tús Áite do Pháistí bhfeidhm sa scoil.

Glantar an scoil gach lá & cloímid le na treoirlínte le haghaidh Covid-19.

Tá polasaíthe Lón Sláintiúil ag an scoil & cuirtear an béim ar lón sláintiúil.

Tá alaraim tine ag an scoil & déantar druileanna ar a laghad uair sa tearma.

Bíonn príomhdhorais na scoile faoi ghlas í rith am theagaisc. Caithfidh gach cuairteoir é/í féin a chur in aithne sula mbíonn cead acu teacht isteach.

Aidhmeanna

- ❖ Tá sé i gceist leis an bpolasaí seo áit sábháilte a chothú don phobal scoile.
- ❖ Tá sé i gceist an pobal scoile a chosaint ó chontúirt fholaigh agus drochshláinte ar scoil.
- ❖ Tá sé mar aidhm, chómh fada is is féidir, cloí le h-aon reachtú ábharthach sláinte agus sábháilteacht, go háirithe sna critéir a leanas;

Ionad oibre shábháilte a sholáthar.

Bealaigh isteach & éalaithe sábháilte a bheith sa scoil

Áiseanna shábháilte

Ráiteas Sábháilteachta

Tá comhoibriú na bhfostaithe go léir ag teastáil don pholasaí seo. Déanfar athbhreithniú air go bliantúil nó níos minicí más gá, i gcomhthéacs taithí, athruithe i riachtanais reachtúil agus athruithe oibriúcháin. Déanfaidh oifigeach Sábháilteachta an Bhoird iniúchadh Sábháilteachta go bliantúil agus tabharfar tuairisc don fhoireann. Déanfar monatóireacht ar aon tuairiscí timpistí nó drochshláinte chun cinntiú go gcuirfear aon bheart sábháilteachta i bhfeidhm a ísleoidh na seansanna go dtarlóidh a leithéid arís.

Ba mhaith le Bord Bainistíochta Ghaelscoil na gCeithre Maol a chinntiú chomh fada is atá sé réasúnta agus practiciúil:

- Go mbeidh leagan amach, foráil agus cothabháil na scoile sábháilte agus nach mbeidh baol sláinte i gceist leo.
- Go mbeidh cead isteach & amach sábháilte as aon áit a mbíonn daoine ag obair iontu.
- Go bhfeidhmeoidh aon trealamh nó innill go sábháilte chomh fada agus is féidir
- Go ndéanfar pleanáil, eagrú, gníomhú agus cothabháil ar chórais oibre le go mbeidh said sábháilte agus nach gcothóidh said fadhb do shláinte.
- Go ndéanfar stiúradh agus feitheoireacht ar bhaill foirne chomh fada is atá sé reasúnta agus praiticiúil chun sláinte agus sábháilteacht na bhfostaithe a chinntiú.
- Go gcuirfear éadaí cosanta nó a choibhéis ar fáil mar is gá chun sláinte agus sábháilteacht na bhfostaithe a chinntiú.
- Cloífead le haon phleananna éigeandála agus déanfar athbhreithniú orthu nuair is gá.
- Déanfaidh an Bord Bainistíochta athbhreithniú rialta ar an Ráiteas seo mar is gá,
- Rachfar i gcomhairle le baill foirne maidir le Sláinte agus Sábháilteacht.
- Cuirfear modh ar fáil chun go dtoghfaidh na fostaithe ionadaí sábháilteachta.

Aithníonn Bord Bainistíochta Ghaelscoil na gCeithre Maol go síníonn a oibleagáid reachtúil faoin dlí go fostaithe, daltaí, aon duine atá ag déanamh gnó scoile dlisteanach agus don phobal.

Glacann Bord Bainistíochta Ghaelsoil na gCeithre Maol mar chúram air féin, a chinntiú go gcloífead le forálacha an Acht um Slándáil, Sláinte agus Leas ag obair 1989.

Rólanna agus dualgaisí

Tá foireann iomlán na scoile faoi stiúir an Bhord Bainistíochta freagrach as ucht an polasaí a chur i bhfeidhm. Cinnteoidh an príomhoide agus an ionadaí fóirne slándála/sábháilteachta go bhfuil gach ball den fhoireann ar an eolas faoin bpolasaí.

Bord Bainistíochta

Is é an Bord fostóir fhoireann na scoile. Mar sin, tá freagracht iomlán air as áiteanna agus córais oibre atá sláintiúil agus sábháilte a chinntiú don fhoireann, chomh maith le dualgas cúraim i leith gach úsáideoir foirgnimh eile.

Príomhoide agus Leas-phríomhoide

- Is é an Príomhoide an nasc idir an Bord Bainistíochta agus an fhoireann.
- Cinnteoidh an Príomhoide go bhfaighidh gach ball foirne, lena n-áirítear fhoireann shealadach agus pháirtaimseartha, ionduchtú, oiliúint leanúnach agus eolas rialta sláinte agus sábháilteachta agus rachaidh sé i gcomhairle leo, thar ceann an Bhoird Bainistíochta, ar a laghad uair sa bhliain ar a leithéid de chúrsaí.
- Tabharfaidh an Príomhoide tacaíocht agus cúnamh don fhoireann lena chur ar a gcumas na cinntí cearta a dhéanamh maidir le sláinte agus sábháilteacht. Seiceálfaidh sí ó am go chéile go bhfuiltear ag cloí le cleachtais oibre shábháilte de réir nósanna imeachta na scoile agus nósanna imeachta reachtúla.
- Gheobhaidh & déileálfaidh an Príomhoide ar dtús le haon imní sláinte agus sábháilteachta a fhaigheann sí ón bhfoireann, ó thuismitheoirí, ó chaomhnóirí agus ó dhaoine eile.
- Déanfaidh an Príomhoide Tánaisteach dualgais an Phríomhoide a ghlacadh nuair a bheidh sí as láthair.

Fostaithe Eile

- Ceanglaítear ar gach ball foirne comhoibriú leis an mBord agus le daoine eile chun cinntiú go cloínn an polasaí seo le rialacha a bhaineann le sláinte agus sábháilteachta.
- Ó thaobh leas leanaí de, tá múinteoirí in loco parentis agus bítear ag súil go ndéanfaidh siad an rud a dhéanfaidh thuismitheoir measartha cúramach in aon chás a bhaineann le riosca.
- Ní mór don fhoireann freastal ar aon oiliúint a mheastar a bheith riachtanach
- Ní mór don fhoireann áiseanna agus trealamh chosanta atá ar fáil a úsáid. Tuismitheoirí agus Caomhnóirí
- Iarrtar ar thuismitheoirí agus ar chaomhnóirí comhoibriú leis an mBord agus le daoine eile chun a chinntiú go gcuirtear an polasaí seo i bhfeidhm.

- Nuair a thagann dalta isteach i bhfoirgneamh na scoile, bíonn na múinteoirí agus Cúntóirí Riachtanas Speisialta sainithe in 'loco parentis' agus mar sin bíonn siad freagrach as sláinte, sábháilteacht & leas na bpáistí.
- Iarrtar ar thuismitheoirí agus ar chaomhnóirí aon imní sláinte agus sábháilteachta a chur in iúl don Phríomhoide agus/nó do Chathaoirleach an Bhoird.
- Tá thuismitheoirí agus caomhnóirí i dteideal eolas a fháil & dul i gcomhairle leo frieisin ar bheartas agus nósanna imeachta sláinte agus sábháilteachta na scoile.

Daltai

- Cuirfear na scoláirí ar an eolas faoi aon nósanna imeachta cuí sláinte agus sábháilteachta agus beidh orthu cloí leis an bhfoireann & leis an mBord ina gcur i bhfeidhm.

Baill den Phobal

- Cuirfear baill den phobal a thugann cuairt ar an scoil ar an eolas faoi aon rialacháin ábhartha sláinte & sábháilteachta atá i bhfeidhm agus beidh orthu cloí leo.
- Déanfar iarrachtaí réasúnta a chinntiú go bhfuil aon chonraitheoirí seachtracha a úsáideann an scoil clúdaithe ag árachas, agus go gcloínn siad le reachtaíocht sláinte, sábháilteachta agus leasa.

Maoirseacht ar dhaltai

Múinteoir as láthair (gan ionadaí ar fáil). Tógfaidh an múinteoir TF an rang nó roinnfear iad:

Déanfaidh an Príomhoide fógra roimh ré sa chaoi go mbeidh múinteoirí réidh le glacadh le breis páistí.

Caithfidh an múinteoir obair a réitiú don lá go mbeidh sé/sí as láthair.

Caithfidh na daltaí lón, málaí agus cótaí a thabhairt leo go dtí an rang nua.

Suíonn páiste ag áit sa seomra nua má tá ceann ar fáil dóibh. Eagraíonn na múinteoirí ranga troscán dóibh más gá.

Glacann an múinteoir ranga nua leis na daltaí mar chuid dá rang féin, agus bíonn siad freagrach astu don lá.

(Nóta: Nílimid ag roinnt páiste fad is go bhfuil na treoirlínte Covid fós i bhfeidhm.)

Maoirseacht Clós

- Le linn am clóis, tá amchlár clóis againn (beidh múinteoir amháin i gcónaí ar dualgas agus Chúntóir Riachtanas Speisialta) ina gcuidiú acu. Taispeánfar an róta maoirseachta clóis chuí sa seomra foirne.
- Is é an múinteoir atá ar an amhlár do dhualgas clóis an duine atá freagrach as sláinte agus sábháilteacht na bpáistí go léir ar an gclós ag an am sin. Níor cheart don mhúinteoir seo an clós a fhágáil ar chúis ar bith.
- Leanann Cúntóirí Riachtanas Speisialta treoir an mhúinteora mhaoirseachta.
- Is é an múinteoir atá ar an tráthchlár do dhualgas clóis a bheidh freagrach as cinneadh a dhéanamh an bhfuil nó nach bhfuil an aimsir oiriúnach chun dul go dtí an clós. Mura bhfuil siad cinnte caithfidh an múinteoir seiceáil leis an bPríomhoide chun an dara tuairim a fháil.

Ag taisteal ón gclós/chuig an clós

Coiméadann na múinteoirí atá ag déanamh maoirseacht súil orthu ag am lón. Tugann na múinteoirí ar fad aire dóibh agus iad ag teacht ar scoil agus ag dul abhaile.

Laethanta fliucha

Caithfidh na múinteoirí obair/cluichí srl. a réitiú do na páistí ar laethanta fliucha.

Déanfaidh an múinteoir/ na múinteoirí ar an róta clóis maoirseacht ar na ranganna ag siúl ó seomra go seomra.

Maoirseacht roimh/i ndiaidh Am scoile

Tosaíonn an scoil ag 8.40 gach lá. Ba chóir go mbeadh daltaí in am. Críochnaíonn Naíonáin ag 1.20. Críochnaíonn ranganna 1 - 6 ag 2.20i.n. Ní féidir leis an scoil freagracht a ghlacadh as daltaí roimh nó i ndiaidh na hamantaí seo (ach amháin i gcás turasanna scoil nó gníomhaíochtaí scoile faoi stiúriú múinteoirí na scoile seo).

Ceachtanna Snámha

- Tá an snámh mar chuid den churaclam Corpoideachais agus mar sin ba cóir go mbeidh páiste ag ghlacadh pairt in aon cheachtanna snámha a eagraíonn an scoil.
- Nuair is féidir, beidh ball foirne fireann agus baineann (múinteoir agus Cúntóir Riachtanas Speisialta) ar fáil chun leanaí a thabhairt chuig a gceachtanna snámha.
- Déanfaidh múinteoirí agus/nó Cúntóirí Riachtanas Speisialta cigireacht ar na seomraí feistis nuair a shroichfidh siad an linn snámha, agus beidh ar na páistí ullmhú go neamhspleách don linn snámha go tapa.

Turais Scoile

- Mar chuid den fhoirm chlárúcháin nó eile, iarrtar ar thuismitheoirí/chaomhnóirí cead a thabhairt do na páistí páirt a ghlacadh turais scoile.
- Bunaithe ar aois an rang, is féidir iarraidh ar thuismitheoirí/chaomhnóirí dul in éineacht le grúpaí.
- Cuirtear na daltaí i ngrúpaí le chéile do gach turas agus caithfidh siad treoracha an mhúinteora a leanúint i gcónaí.
- Tugann múinteoir an bealach i gcónaí agus caithfidh an grúpa fanacht le chéile.
- Déantar na páistí a chomhaireamh ar fhágáil na scoile dóibh agus ag pointí éagsúla le linn an turais.

Cuairteoirí a thagann chun na scoile

Caithfidh dach duine a thagann chun na scoile coinne a eagrú roimh ré. Is féidir cruinniú a eagrú roimh, i rith nó i ndiaidh am scoile. Ní féidir le cuairteoir ar bith siúl tríd an scoil gan coinne a bheith acu. Coinneofar príomh dorais na scoile dúnta an t-am ar fad.

Ag Riaradh Leighis do Pháistí

- i. Ní dhéanann Múinteoir leigheas a riaradh ach amháin i gcás eisceachtúil.
- ii. Má tá cás eisceachtúil i gceist m.sh. diabaetas srl, beidh ar na thuismitheoirí scríobh go dtí an Bord Bainistíochta ag iarraidh go

mbeadh duine ar an bhfoireann sásta leigheas a riaradh/ feighlíocht a dhéanamh ar an bpáiste ag glacadh a chuid leighis féin/ teacht iad féin chun an leigheas a dhaileadh ar a pháiste féin.

- iii. I ndiaidh an cás a phlé, is féidir leis an mBord udarás a thabhairt do bhall fóirne an leigheas a thabhairt/ feighlíocht a dhéanamh ar an bpáiste ag glacadh a chuid leighis féin/ cead a thabhairt do thuismitheoir teacht chun an leigheas a riaradh iad féin.
- iv. Tá dualgas sa chás seo ar thuismitheoirí, traenáil oiriúnach a chuir ar fáil don bhall fóirne a bheidh i gceist.
- v. Ní féidir le ball fóirne ar bith leigheas a thabhairt gan údarás sainiúil an Bhoird.
- vi. Nuair atá leigheas á thabhairt ag ball fóirne, ba chóir é a thabhairt leis an aire céanna is a thabharfadh thuismitheoir dá bpáiste féin.
- vii. Cuirfidh an Bord in iúil do chomhlacht árachais na scoile go bhfuil leigheas á dtabhairt do pháiste go fad téarmach.
- viii. Lorgóidh an Bord Bainistíochta foirm indeimnithe ó thuismitheoirí an pháiste chun freagracht a ghlacadh má bhíonn deacrachtaí ann.
- ix. I gcás go bhfuil diabeitís ar pháiste, is gá na treoracha thuas a leanúint. Cuireann thuismitheoirí an pháiste aon bhia/deoch ar fail. Caithfidh an múinteoir ranga a rá leis na thuismitheoirí má tá athrú sa lá scoile ar nós turas scoile nó ag fágáil suíomh na scoile ar chúis éigin.
- x. Líonfaidh na thuismitheoirí uile foirm riachtanas sláinte ag tús gach scoilbhliana.

Contúirtí

Ceapann an Bord Bainistíochta go bhfuil cumas baoil ag baint leis na guaiseacha a leanas agus ba mhaith linn aird gach éinne a dhíriú orthu.

- Urláir fliucha (tileanna, leithreas)
- Seoláin Shraoilleacha
- Ríomhairí
- Gilitín
- Cítíl Leictreach
- Aonaid & feistithe atá ag gobadh amach
- Seomraí stórais taobh amuigh agus taobh istigh le bheith coinnithe faoi ghlas i gconaí

- Bealach isteach/éalaithe sa charrchlós
- Dromchlaí sleamhna ar lá fuar
- Trealamh corp oideachais eile
- Inneallra, trealamh cistine, Fearas leictreach

Le riosca na gcontúirtí seo a mhaolú, caithfear cloí leis na nósanna imeachta sábháilteachta a leanas (Féach Freagrachtaí Fostaithe)

Tine

Tá sé mar pholasaí ag Bord Bainistíochta Ghaelscoil na gCeithre Maol

- Go gcinnteoidh an Bord Bainistíochta go bhfuil dóthain Múchtóirí tine, oiriúnach don suíomh ina bhfuil siad le n-úsáid ar fáil, go mbeadh said aitheanta agus seirbhís rialta déanta orthu ag Comhlacht cáilithe ainmnithe ag an mBord. (Firex Fire Protection, 096 71980)
- Beidh treoracha ag gach múchtóir tine maidir lena úsáid.
- Go gcinnteoidh an Príomhoide go ndéanfar Druil Tine ar a laghad uair amháin gach téarma
- Go mbeadh fógraí doirse éalaithe agus bealaigh éalaithe sofheicthe (oifigeach sláinte foirne)
- Go mbeidh gach doras, pasáiste agus bealach isteach saor ó bhac. Beifear in ann iad a oscailt ag aon am ón taobh istigh den fhoirgneamh. Beidh ar ghach múinteoir cinntiú go bhfuil an bealach éalaithe óna rang saor ó bhac.
- Go mbeidh Ionad Tionóil roghnaithe taobh amuigh den fhoirgneamh agus ar eolas ag gach ball foirne agus na páistí. (Línte sa chlós)
- Go mbeidh na fógraí éalaithe marcáilte go soiléir
- Go bhfágfar trealamh leictreach múchta nó díphlugáilte nuair nach bhfuil siad in úsáid thar thréimhsí fhada agus nuair a bhíonn an foirgneamh folamh. (Tá gach múinteoir freagrach as a rang féin & tá an Rúnaí agus an Príomhoide freagrach as a n-oifigí féin.
- Go mbeidh an Príomhoide freagrach as druileanna tine agus modhanna imeachta aslonnaithe.

Tá an príomhoide freagrach as sabháilteacht dóiteáin. Eagraíonn sí Druil Tine ar a laghad uair gach téarma, Cinntíonn go bhfuil an Córas Alaraim Dóiteáin agus na Múchtóirí Tine ag obair i gceart & Coinníonn sé/sí cuntas de Dhruileanna Tine.

Eagrúchán do Dhruil Tine

Pointe Tionóil: Sa chlós lasmuigh don scoil

Foláireamh Druil Tine: Nuair a bhuaileann an cloigín tine, ba chóir go mbeadh ciúnas sa rang nó cibé áit ina bhfuil tú.

Aslonnú:

Tá an múinteoir ranga i bhfeighil go hiomlán ar a rang féin. Fágann gach rang an seomra ranga i gciúnas iomlán. Is é/í an múinteoir an duine deireanach a fhágann an rang, ag cinntiú go bhfuil na doirse go dúnta.

Múinteoirí tacaíochta. Beidh orthu cinntiú go bhfuil aon pháiste atá leo tugtha ar ais go dtí a rang taobh amuigh agus go bhfuil ranganna ag bogadh go réidh. Beidh orthu cinntiú go bhfuil aon doirse ar an mbealach dúnta.

Cúntóirí Riachtanais Speisialta: Fanann siad leis an rang ina bhfuil said ag obair agus dúnann siad doirse má tá siad fágtha ar oscailt ar an mbealach amach.

Tionól: Nuair a thagann na páistí go dtí Ionad an Tionóil, ba chóir dóibh teacht le chéile, rang ar rang i líne díreach, ag an bhfógra cuí ar an gcláí Glaonn an múinteoir an rolla ansin agus tugann sé/sí an t-eolas don Phríomhoide. Má tá páiste in easnamh, fágfaidh a m(h)úinteoir ranga a rang faoi chúram mhúinteora eile fad is atá sé/sí ag lorg an pháiste.

Fearas Leictreach

Is é polasaí an Bhoird Bainistíochta nach n-úsáidfidh ach daoine inniúla agus daoine údaraithe aon inneallra, trealamh cistine nó fearas leictreach.

Sula n-úsáidfear aon ghléas ba chóir don úsáideoir cinntiú go bhfuil:

- Aon chosaint sábháilteachta a bhíonn mar ghnáth chuid d'aon ghléas ag obair
- Go n'úsáidfidh gach duine aon fearas go cúramach

Ceimicí

Is é polasaí an Bhoird Bhainistíochta go gcoinneofar aon cheimicí m.sh. tonóir don inneall cóipeála, glantach srl in árthaigh so-aitheanta, le treoracha úsáide

agus réamhchúraim orthu. Coinneofar iad faoi ghlas agus cuirfear cosaint ar fáil chun iad a úsáid. (Rúnaí/Glantóir/Príomhoide mar a oireann)

Leas

Chun leas leantach na bpáistí a chinntiú, tá leithris ar fáil. Tá seomra foirne curtha ar fáil, taobh amuigh den limistéar oibre, áit ar féidir briseadh caifé nó lón a thógáil.

Caithfidh an fhoireann comhoibriú chun caighdeán ard sláinteachais a choinneáil san áit seo. Caithfidh dóthain saoráidí diúscairt dramhaíola a bheith ar fáil. Caithfear soláthar cuí d'uisce, tuáillí gallúnach agus diúscairt sláintíoch a bheith ar fáil.

Cuirfear i gcuimhne do bhaill foirne agus do dhaltaí

Má tá duine faoi mhaoirsiú dochtúra nó ar leigheas a ordáíodh, agus go bhfuil teastas acu chun filladh ar an obair, ba chóir dóibh an scoil a chuir ar an eolas faoi fhoiarmhairtí ar bith atá ar eolas acu nó aon mhíchumas fhisiciúil shealadach a d'fhéadfadh cuir isteach ar a gcuid oibre agus a chothódh baol dóibh féin nó dá gcomhoibrithe. Eagróidh an scoil go ndéanfaidh an duine seo tascanna oiriúnacha idir an dá linn.

Is é polasaí Bord Bainistíochta Ghaelscoil na gCeithre Maol go bhfuil cosc iomlán ar chaitheamh tobac chun guais chaitheamh fulangach tobac a sheachaint do bhaill foirne agus do dhaltaí.

Galair Ionfhabhtaíocha

Is é polasaí Bord Bainistíochta Ghaelscoil na gCeithre Maol go gcuirfear galair ionfhabhtaíocha in iúl do na húdaráis chuí, agus go leanfar na céimeanna cuí chun sábháilteacht na foirne agus na ndaltaí a chinntiú ó ghalar. Déanfaidh an Bord Bainistíochta gach iarracht an baol a íoslaghdú tré cloí leis na prionsabail mhaithe a bhaineann le glaineacht, sláinteachas agus díghalrú, agus cuirtear lámhainní aon uaire ar fáil le húsáid d'aon fhorchur garchabhrach, tascanna glantacháin srl. Cuirfear dóthain uisce, gallúnach agus saoráid ar fáil i gcónaí, chun fáil réidh le dramhaíl go sábháilte.

Garchabhair

Cuirfear fógraí san oifig ag sonrú

- Suíomh na mboscaí garchabhrach
- Uimhreacha gutháin do dhochtúir áitiúil, gardaí,
- Coinnítear Fillteán Tuairiscí ar Thimpistí san oifig chun aon timpistí nó eachtraí a chlárú ann.

Cinntoidh an Oifigeach Sábhailteacht go mbeidh Bosca Garchabhrach a bhfuil cothabháil cheart déanta air, sa scoil agus ar fáil do bhaill foirne ag aon am leis na rudaí seo a leanas ann:

- Bindealáin
- Siosúr
- Maipíní uige
- Bindealáin triantánacha
- Téip hiopailléirgineach
- Greimlín uisce dhíonach
- Ciarsúir antaiseipteacha
- Lámhainní máinliachta
- Pacáiste oighir meandrach
- Éadach le cuir timpeall ar phacáiste oighir
- Uachtar gréine

Glanfaidh foireann na scoile gortú le uisce and cuirfear platar ar. Má ghortaíonn páiste a cheann cuirfear glooch abhaile and líonfear tuairisc faoi. Ní cuirfear aon uachtar nó leigheas ar gortú. Más gá cuirfear fios ar tuismitheoir chun é a dhéanamh. Caithfear lámhainní indiúscartha a úsáid i gcónaí nuair a bhíonn garchabhair á riaradh.

Bealach isteach chuig na scoile

Beidh ar éinne atá ag iarraidh teacht isteach sa scoil iad féin a chur in aithne don Phríomhoide nó don Rúnaí sula dtagann siad isteach. Líonfaidh siad an log rianaithe teagmhála agus / nó an fhoirm - ag filleadh ar obair.

Ag Bailiú Páistí

Ar mhaithe le sábháilteacht a chinntiú, beidh ar thuismitheoirí/ chaomhnóirí/ chúramóirí géilleadh d'aon fhógraí ar shuíomh na scoile.

Moltar do thiománaithe tiomáint go mall taobh amuigh den scoil nuair a bhíonn siad ag bailiú páistí.

Moltar do dhaoine atá páirceáilte taobh amuigh de shuíomh na scoile dul in éineacht lena bpáistí agus iad ag dul chuig an scoil agus ag teacht ó áitreabh na scoile

Má thagann tinneas ar pháiste i rith an lae, beidh ar thuismitheoir/caomhnóir insint don mhúinteoir ranga nuair a bhailítear iad.

Níl cead ag páiste siúl nó rothaíocht abhaile leo féin riamh i rith am scoile. Beidh ar thuismitheoir/chaomhnóir nó duine eile ainmnithe iad a bhailiú.

Rialacha Ranga agus Inmheánacha

- 1) Lean aon treoracha a thugann múinteoirí agus/nó an Príomhoide i gcónaí.
- 2) Suigh ar chathaoireacha i gceart, leis na ceithre chos ar an urlár.
- 3) Málaí scoile faoi na boird, stóráilte go néata
- 4) Coinnigh siúl bhealaigh glan sna seomraí ranga.
- 5) Croch cótaí, seaicéid, málaí spóirt srl ar na crochadáin curtha ar fáil.
- 6) Níl cead siosúir, uirlisí mata srl a úsáid (nó a bheith ag dalta) i rith an dá am sosa, fad is a bhíonn daltaí istigh sa rang/scoil.
- 7) Caithfear aon fhearas ranga nó corp oideachais a úsáid de réir threoracha an mhúinteora
- 8) Ná dún doras go garbh/láidir- bí aireach faoi dhaoine eile.
- 9) Siúil i gcónaí is tú ag bogadh thart sa scoil, ná rith riamh.
- 10) Siúil ar thaobh na láimhe clé sna pasáistí. (bíag faire amach is tú ag dul thart- ná bí ag féachaint taobh thiar díot is tú ag siúl).
- 11) Bí aireach faoi do shábháilteacht agus sábháilteacht daoine eile i gcónaí- daltaí níos óige agus níos lú ach go háirithe.

Rialacha Clóis

- 1) Imir go sábháilte - níl cead súgradh go garbh nó "cur i gceill bheith ag troid".
- 2) Fan sa limistéar ainmnithe sa chlós.
- 3) Ná téigh isteach sa scoil gan chead .
- 4) Inis aon fhadhbanna/eachtraí do na múinteoirí ata ag feighlíocht ar an gclós.
- 5) Ná dean luascadh ar aon troscáin clóis - binse, seastán cispheil

Conraitheoirí, Fochonraitheoirí, Daoine féinfhostaithe

Tá na freagrachtaí seo a leanas ar chonraitheoirí, fochonraitheoirí, daoine féinfhostaithe a fhostaíonn an scoil chun oibreacha cothabhála, deisiúcháin, athchóirithe, uasghrádaithe nó tógála a dhéanamh agus iad ag obair don scoil:

- fianaise a sholáthar maidir le freagracht a bhfostóra agus árachas dliteanais phoiblí chomh maith lena ráiteas sábháilteachta as amharc, nuair a iarrann príomhoide na scoile air déanamh amhlaidh.
- Sula dtosaíonn siad ag obair leis an scoil seo, tabhair cóipeanna den inniúlacht ábhartha do phríomhoide na scoile a d'fhéadfadh a bheith ag teastáil don obair atá ar tí a dhéanamh.
- Cuir in iúl don phríomhoide agus d'aon duine eile a bhféadfadh aon phróiseas nó úsáid ábhar difear dó, a d'fhéadfadh sláinte agus sábháilteacht a chur i mbaol agus tú ag obair sa scoil.
- Cloí le ceanglais an Achta um Shábháilteacht, Sláinte agus Leas ag an Obair 2005 agus na Rialacháin um Shábháilteacht, Sláinte agus Leas ag an Obair (Tógáil), 2006 chomh maith le riachtanais an ráitis sábháilteachta seo.
- Comhoibriú leis an scoil chun áit oibre shábháilte a sholáthar d'fhostaithe agus scoil shábháilte do dhaltáí chomh maith le córas oibríochta sábháilte d'fhoireann agus do dhaltáí le linn aon obair dheisiúcháin, chothabhála, uasghrádaithe nó tógála a dhéantar.
- Maoirseacht a dhéanamh ar a gcuid fostaithe féin i gcónaí agus iad ag obair sa scoil lena chinntiú go ndéantar an obair go léir ar bhealach sábháilte.

- Cloí le riachtanais na Roinne Oideachais agus Scileanna agus le Rialacha Sábháilteachta "Scoileanna' do Chonraitheoirí ".
- Tuairiscigh aon timpiste, eachtra, locht sa ghléasra agus sa trealamh, san áit oibre nó sa chóras oibre gan mhoill míréasúnta, nó sna príomhoidí, don leas-phríomhoide

Rinne an Bord athbhreithniú ar an bpolasaí seo i Mí Márta 2016 agus ghlac an Bord leis an dreacht seo i Mí Aibreán 2016. Beidh athbhreithniú ar an bpolasaí seo i 2017 nó mar is gá.

Sínithe ar son an Bhoird Bhainistíochta:

Cathaoirleach: _____ Dáta: _____

Príomhoide: _____ Dáta: _____

Oifigeach Sábháilteachta: _____ Dáta: _____

Health and Safety Policy

Rationale

The Board of Management of Gaelscoil na gCeithre Maol recognises the importance the 1989 Safety, Health and Welfare Act.

Under this legislation it is a legal requirement for every employer, together with employees, to prepare a Health and Safety Statement. It represents the Board of Management's commitment to safety and health, and specifies the manner, organisation and resources necessary for maintaining and reviewing standards.

In Gaelscoil na gCeithre Maol, we aim to provide a safe and healthy environment for all who work in or attend the school.

The Health & Safety statement outlines our health & safety policy as well as an account of the strategies used to implement it. It is the aim of the Board of Management to do their best to ensure that they provide a safe and healthy environment to its employees, students and the wider school community.

General Information

The Board of Management will regularly review Health & safety issues.

All teachers/staff are expected to alert the designated teacher (principal) to any dangers that they notice.

Curriculum for all classes, especially Social, Personal & Health Education, provides ongoing opportunities for the teachers to promote pupils' awareness of their personal safety.

The "Stay Safe programme" is specifically aimed at promoting pupils' awareness of their and others' personal safety.

Supervision arrangements are in place for children once they arrive on the school premises (8:30 - 2:20).

The school's Discipline and Bullying policies are consistently implemented and all incidences speedily dealt with and recorded.

The Child First Protection Guidelines are implemented in our school.

The school is cleaned daily. Extra cleaning at present as per the Covid-19 guidelines

The school has a Health promotion policy which includes a healthy lunch requirements.

The school has fire alarms & regular fire drills.

The main doors are locked during teaching hours. Every visitor must present themselves before gaining entry.

Aims

- ❖ To create a safe workplace for the school community
- ❖ To protect school community potential accidents and ill health in school/work. It aims, so far as is reasonably practicable, to comply with all relevant health and safety legislation, to include the following areas:

Provision of a safe workplace

Safe access and regress routes

Safe equipment

Safety Statement

This policy requires the co-operation of all employees. It shall be reviewed annually or more frequently if necessary, in the light of experience, changes in legal requirements and operational changes. A safety audit shall be carried out annually by the Board of Management Safety Officer and staff Safety officer and a report made to staff. All records of accidents and ill-health will be monitored in order to ensure that any safety measures required can be put in place to minimise the recurrence of such accidents and ill-health.

The Board of Management of *Gaelscoil na gCeithre Moal* wishes to ensure that as far as is reasonably practical:

- The design, provision and maintenance of all places in the school shall be safe and without risk to health.
- There shall be safe access to and from places of work.
- Plant and Machinery may be operated safely in so far as is possible.

- Work systems shall be planned, organised, performed and maintained so as to be safe and without risk to health.
- Staff shall be instructed and supervised in so far as is reasonably possible so as to ensure the health and safety at work of its employees.
- Protective clothing or equivalent shall be provided as is necessary to ensure the safety and health at work of its employees.
- Plans for emergencies shall be complied with and revised as necessary.
- This statement will be revised by the Board of Management when necessary.
- Employees shall be consulted on matters of health and safety.
- Provisions shall be made for the election by the employees of a safety representative.

The Board of Management of *Gaelscoil na gCeithre Maol* recognises that its statutory obligations under legislation extends to employees, students, to any person legitimately conducting school business, and to the public.

The Board of Management of *Gaelscoil na gCeithre Maol* undertakes to ensure that the provisions of the Safety, Health and Welfare at Work Act 1989 are adhered to.

Roles and Responsibilities

The entire school staff is responsible, along with the Board of Management, for ensuring this policy is implemented. The principal and staff are responsible for ensuring all staff members understand the policy entirely.

Board of Management

The Board is the employer of the school's staff. As such, it has overall responsibility for ensuring healthy and safe places and systems of work for staff, as well as a duty of care to all other building users.

Principal and Deputy Principal

- The Principal is the link between the BOM and the staff.
- The Principal will ensure that all staff, including temporary and part-time staff, receive induction, on-going training and regular information on health and safety matters and will consult with them, on behalf of the BOM, at least annually on such matters.

- The Principal will support and assist staff to enable them to reach correct decisions about health and safety and will check at intervals that safe working methods are being observed that are in accordance with school and statutory procedures.
- The Principal will also receive and deal initially with any health and safety concerns that she receives from staff, parents, guardians and others.
- The Deputy Principal will take on the duties of the Principal in her absence.

Other Employees

- All staff, are required to cooperate with the Board and others to ensure health and safety law in general, and this policy in particular, are implemented.
- Specifically in terms of child welfare, teachers are *in loco parentis* and are expected to do what a reasonably careful parent would do in any situation involving risk.
- Staff are required to attend any health and safety training that is deemed essential
- Staff must use available facilities and equipment and other forms of protection to ensure work practices are performed in the safest manner possible and must never intentionally or recklessly interfere with or misuse any such facilities, equipment or protection.

Parents and Guardians

- Parents and guardians are requested to cooperate with the Board and others to ensure health and safety law in general and this policy in particular, are implemented.
- Once a pupil enters the school building, the teachers and specifically assigned Special Needs Assistants are *in loco parentis* and thus primarily responsible for the children's health, safety and welfare.
- Parents and guardians are requested to report any health and safety concerns to the Principal and/or the Chairperson of the Board. Additionally, or alternatively, they may raise any concerns with the Chairperson of the Parents' Association Committee. High-risk concerns must be reported promptly to the Principal.
- Parents and guardians are also entitled to receive information on, and be consulted on, the school's health and safety policy and procedures.
-

Pupils

- Pupils will be advised of any relevant health and safety procedures and are required to comply with the staff and Board in implementing these.

Members of the Public

- Members of the public who visit the school will be informed of any relevant health and safety regulations in place and will be required to abide by these.
- Reasonable efforts will be made to ensure that any outside contractors used by the school are covered by adequate insurance and comply with health, safety and welfare legislation.
-

Supervision of pupils

Absent teacher (no substitute available): The Learning support teacher will take the class or the pupils will be divided among the other classes (Whichever is deemed the most suitable option on that day).

The principal will notify the staff of the teacher's absence to prepare them to receive extra pupils.

The class teacher must leave work prepared in advance when possible.

Pupils must bring lunches, bags, coats and work with them to the new classroom.

Pupils fill vacant seats in new classroom first of all. The class teacher will organise extra furniture if necessary.

The teacher assumes full responsibility for the additional pupils for the time they are in her/his class.

(Note - Classes will not be divided and assigned to other classrooms as long as Covid restrictions are in place.)

Yard Supervision

- During yard time, our school operates a termly yard timetable of supervising staff - one rostered teacher will always be on duty and will be assisted by two rostered Special Needs Assistants. The appropriate yard supervision rota will be displayed in the staff room.

- The teacher rostered for yard duty is the person responsible for the health and safety of all children on yard at that time. This teacher should not leave the yard for any reason.
- The Special Needs Assistants are allocated specific areas for support and they follow the direction of the supervising teacher responsible.
- The teacher rostered for yard duty on any given day is responsible for deciding whether or not the weather is suitable for going to yard. If unsure the teacher must check with the Principal for a second opinion.

Travelling to and from the Yard

The children are supervised by the teachers on yard duty and the teachers assigned to each door in the morning/end of school day.

Wet Day Supervision

Class teachers are responsible for providing work/games etc. on wet days.

The teacher/s on yard duty rota will supervise classes, walking from & to class.

Supervision of children Before/After school Hours

School begins at 8.40 every day. All pupils should be in on time.

Infants finish at 1.20. 1-6 classes' finish at 2.20. The school cannot accept responsibility for the children after these times (except when involved in school tours or school activities under school supervision).

Swimming Lessons

- Swimming is part of the Physical Education curriculum and as such, all children must take part in any organised swimming lessons organised by the school.
- Where and when practicable, a male and female member of staff (teacher and Special Needs Assistant) will be available to escort children to their swimming lessons.
- Teachers and/or Special Needs Assistants will inspect the changing rooms on arrival and children will be required to get ready independently for the pool quickly.

School Excursions

- As either part of the enrolment form or otherwise, parents/guardians are asked to provide permission for the children to take part in age-appropriate, relevant and educational excursions and field trips.
- Based on the age and profile of any class, parents/guardians may be asked to accompany specific groups on excursions. They may not bring younger children with them.
- Pupils are paired up for each excursion and must follow their teacher's instructions at all times.
- A teacher or other responsible adult always leads the way and the group is required to stay together.
- Children are counted when leaving school and at various points during the excursion.

Visitors Coming to the School

All meetings should be arranged in advance and can take place before during and after the school day with mutual agreement. No one is allowed in through the school without an appointment. The doors will be closed at all times.

Administering Medicine to Pupils

- i. Teachers may not administer medicine except in exceptional cases.
- ii. In an exceptional case, eg. Diabetes, the parents must write to the Board of Management looking for permission to authorise a member of staff to administer medicine /supervise the self-administration of medicine by the pupil/ to come themselves to administer the medicine.
- iii. The Board, having discussed the request, may authorise a staff member to administer medicine/ supervise the taking of medicine/permit the parent to come in to administer the medicine themselves.
- iv. The parents must provide adequate training for a staff member to be comfortable in any such situation.
- v. A teacher may not administer medication without the specific authorisation of the Board.

- vi. When administering medicine to pupils teachers should do so as carefully as a caring parent would.
- vii. The BoM will inform the school's insurers accordingly if a child is going to taking medicine on an ongoing basis.
- viii. The BoM will seek an indemnity form from the parents in respect of any liability that may arise regarding the administration of the medicine.
- ix. Parents of pupils who are Diabetic are asked to follow the same procedure. The parents are responsible for supplying any food/drink required. The teacher must inform the parents of changes in daily routine necessitating leaving the school.
- x. A health needs form will be filled in by all parents at the start of each school year.

Hazards

The following hazards are considered by the Board of Management to be a source of potential danger and are brought to the attention of all concerned.

- Wet floors
- Trailing leads
- Computers
- Guillotine
- Projectors
- Electric kettles
- Protruding units & fittings
- External and internal stores to be kept locked
- Entrance/Exit of car-park
- Icy surfaces on a cold day
- P.E. equipment
- Machinery, kitchen equipment, electrical appliances

To minimise these dangers the following safety/protective measures must be adhered to (see duties of employee).

Fire

It is the policy of the Board of Management of Gaelscoil na gCeithre Maol that:

- The Board of Management will ensure that an adequate supply of fire extinguishers, suitable for the type of fires likely to occur in each area, is available, identified and regularly serviced by authorised and qualified persons. (Firex Fire Protection, 096 71980)
- Each fire extinguisher shall have instructions for its use.
- The principal will ensure that fire drills shall take place at least once a term.
- Signs shall be clearly visible to ensure that visitors are aware of exit doors and routes. (Staff safety officer)
- All doors, corridors, and entries shall be kept clear of obstruction and shall be able to be opened at all times from within the building. Each teacher must ensure that the exit from her/his classroom is kept clear.
- Assembly area is designated outside of the building, and the location specified (lines in the yard)
- Exit signs shall be clearly marked.
- All electrical equipment shall be left switched off or unplugged when unattended for lengthy periods and when the building is empty. (Teachers are responsible for their own classroom, the secretary/Principal, as appropriate, are responsible for their own offices.
- Principal shall be responsible for evacuation procedures.

The principal is responsible for Fire Safety. She organises a Fire Drill at least once per term, ensures that extinguishers are in working order & records the events of Fire Drills

Fire Drill Organisation

Assembly Points: In the yard

Fire Drill Warning: When fire bell sounds there should be Silence in the classroom, or wherever you are.

Evacuation:

The class teacher is in sole charge of his/her own class. Each class exits in single file in silence. Teacher leaves last, making sure all doors are closed.

SEN Team: They must ensure that any child with them is brought out to the appropriate class outside, and to help classes move out smoothly. They must ensure that any doors they pass on the way out are closed

SNAs: They stay with the class they are working in, and they close any doors they pass that are left open on their way out.

Assembly:

When pupils arrive at assembly, they should line up; class by class in straight lines at the correct point. The teacher will then check all are there and report the findings to the Principal. If a child is missing his class teacher will leave his/her class in the care of another teacher while he/she searches for the missing child.

Electrical Appliances

It is the policy of the Board of Management that kitchen equipment and electrical appliances are to be used only by competent and authorised persons.

Before using any appliance, the user should ensure that:

- All safety guards, which are a normal part of the appliance, are in working order
- It is used in a proper and safe manner.

Chemicals

It is the policy of the Board of Management that all chemicals i.e. Photocopier toner, detergents etc. be stored in clearly identifiable containers bearing instructions and precautions for their use and shall be kept in a safe area, and protection provided to be used when handling them (Secretary /Principal/cleaner).

Welfare

To ensure the continued welfare of the staff and children, toilet and cloakroom areas are provided. A Staffroom separate from the work area is provided, where tea and lunch breaks may be taken.

Staff must co-operate in maintaining a high standard of hygiene in this area. Adequate facilities for waste disposal must be available. An adequate supply of water, towels and soap and sanitary disposal facilities must be available.

Members of staff and students are reminded

A person who is under medical supervision or on prescribed medication and who has been certified fit for work, should notify the school of any known side effect or temporary physical disabilities which could hinder their work performance and which may be a danger to either themselves or their fellow workers. The school will arrange or assign appropriate tasks for the person to carry out in the interim.

It is the policy of the Board of Management of *Gaelscoil na gCeithre Maol* that the school shall be a non-smoking area to avoid hazard to staff and pupils of passive smoking.

Infectious Diseases: It is the policy of the Board of Management of *Gaelscoil na gCeithre Maol* that all infectious diseases shall be notified and steps taken to ensure the safety of staff and students against all such diseases. The Board of Management will endeavour to minimise the risk by adherence to sound principals of cleanliness, hygiene and disinfection and have provided disposable gloves for use in all First Aid applications, cleaning tasks, etc. Toilets and washrooms shall be provided at all times with an adequate supply of water, soap, towels and a facility for the safe disposal of waste.

First Aid

Notices are posted in office detailing:

- location of first aid boxes
- Telephone numbers of local Doctor, Gardaí,
- An Accident Report Book is to be maintained in the office for the recording of all accidents and incidents.

The Safety Officer will see that there will be maintained in the school a properly equipped First Aid Box available to staff at all times containing:

- Bandages
- Scissors

- Gauze swabs
- Triangular bandages
- Hypoallergenic tape
- Waterproof plasters
- Sterile Wipes
- Surgical Gloves
- Instant ice-packs
- Cloths to put around ice-packs
- Sun Cream

Staff will clean a graze with water and apply a sticking plaster. If a child falls and hits their head, a phone call will be placed to their parent and an incident form will be filled out. No creams, disinfectant, lotions or medications will be given or applied to an injury. If this is necessary a phone call will be made to the parent to come and attend to the child. Disposable gloves must be used at all times when administering First Aid.

Access To School

At present all Covid-19 guidelines will be adhered to regarding visitors to the school. Anyone entering the school premises shall be required to identify themselves to the Principal/secretary & fill in the contact tracing log &/or return to work form.

Collecting Children

All parent/guardians/carers in the interest of safety must obey all signs upon entering the school grounds.

Cars are advised to drive slowly outside the school when collecting children.

Those parking outside the school grounds are advised to accompany children to and from the school premises

Children who become ill during the day must inform the class teacher by parent/guardian, when being collected.

Children will never be allowed to walk or cycle home on their own, during school hours. They must always be collected by parent/guardian or named

Classroom and Internal Rules

- 1) Follow instructions given by Teachers and/or Principal, at all times.
- 2) Sit properly on chairs, all four legs on the floor.
- 3) School bags under tables, neatly stored
- 4) Walk ways in classrooms must be kept clear.
- 5) Hang all coats, jackets, on hooks provided.
- 6) No rulers, scissors, mathematical instruments etc to be used (or to be in pupils' possession) during break and/or lunch time, when pupils remain indoors.
- 7) Use all classroom and P.E. equipment, according to teacher's instructions.
- 8) Never bang a door closed - be mindful of others.
- 9) When moving around the school, always walk, never run.
- 10) Walk on the left hand side of the corridors & on the stairs (Watch where you are going - don't look behind you while walking).
- 11) At all times, think of your own safety and the safety of others - especially younger, smaller pupils.

Yard Rules

- 1) Play safely - no rough play or "pretend fighting".
- 2) Stay in designated area of the yard.
- 3) Don't enter the school without permission
- 4) Report any problems/incidents to the teachers on yard duty.
- 5) No swinging off yard furniture i.e. bench, chair, basketball hoop.

Contractors, Sub-contractors, Self-employed persons

Contractors, Sub-contractors, Self-employed persons hired by the school to carry out maintenance, repair, renovation, upgrade or construction works have the following responsibilities while working for the school:

- provide evidence of their employer's responsibility and public liability insurances as well as their safety statement for viewing, when requested to do so by the school principal.

- Prior to their commencement of work with this school, provide the school principal with copies of relevant competency that may be required for the work they are about to carry out.
- Bring to the attention of the principal and anyone else that may be affected by any process or use of materials, which may endanger health and safety while working in the school.
- Comply with the requirements of the Safety, Health and Welfare at Work Act 2005 and the Safety, Health and Welfare at Work (Construction), Regulations 2006 as well as the requirements of this safety statement.
- Cooperate with the school in providing a safe work place for employees and safe school for pupils as well as a safe system of operation for staff and pupils during any repair, maintenance, upgrade or construction works carried out.
- Supervise their own employees at all times while working in the school to ensure that all work is conducted in a safe manner.
- Comply with the requirements of the Department Of Education and Skills and of "Schools' Safety Rules for Contractors".
- Report any accident, incident, defect in the plant and equipment, place of work, or system of work without unreasonably delay, or in the principals, tot the deputy principal.

The Board of Management reviewed the policy in March 2016. It was adopted in April 2016 & will be reviewed annually.

Sínithe ar son an Bhoird Bhainistíochta:

Cathaoirleach: _____

Dáta: _____

Príomhoide: _____

Dáta: _____

Oifigeach Sábháilteachta:

Dáta: _____