



**PLEASE NOTE:** The information below has been drafted after perusal of Children First Guidance and relevant legislation on Tusla website, the authority in this area. For further information please refer to [www.tusla.ie](http://www.tusla.ie)

## **Risk Assessment**

A risk assessment is an exercise where the organisation/school/class examines all aspects of its service from a safeguarding perspective:

The risk assessment process is intended to enable the organisation to:

- Identify potential risks
- Develop policies and procedures to minimise risk in a timely fashion.
- Review whether adequate precautions have been taken to eliminate or reduce these risks.

Each dancing school is different in size, in the way it is organised and the venues used. As a result the concerns and risks are different for each dance class/school. Below find guidelines which may assist you in drafting a risk assessment for your dance class.

### **Begin written Risk Assessment statement with the Declaration ...**

“We (name the dance school) have carried out an assessment of any potential for harm to a child while availing of our services including the area of online safety when accessing the internet. Below is a list of the areas of risk identified and the list of procedures for managing these risks”.

Consider the following when assessing the risks pertaining to your dancing class:

#### **Where you teach, your venue:**

- Do you have a policy on students arriving and leaving the dance class?.
- Is there access to toilets and can they be safely accessed within the venue?
- Any other risk unique to your situation, where students may encounter others when they are alone or have an opportunity to leave the class unattended.
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#### **Teachers:**

- Is the teacher/assistant teacher aware of the signs that a child may be the victim of abuse or neglect in the home?
- How to deal with a report of abuse by a child?
- Be aware of the procedure in place to report such allegation of abuse.?
- Are all teachers/volunteers/etc appropriate people to be with children and Garda vetted?
- Has the teacher a good and open relationship with students?
- Has the teacher open communication with parents/guardians of student?

### **Children/Student –**

- Is there an appropriate teacher-student ratio for the age group?
- Behaviour of students towards each other/are there behaviour codes in place?
- Behaviour of students towards the teacher/and vice versa, are there behaviour codes in place?

### **Parents/Guardians –**

- Is there open communication with parent/guardian with regard to the child?
- Responsibilities of parent/guardian with regard to their child attending the class?
- Allowing Parents or Guardians or other adults remain in the class during class times/policy implemented?

### **Online Activity –**

- Is class facebook pages monitored/ private and age appropriate?
- A policy and parental permission on images of dancers put up on your facebook page?
- Is there a policy on mobile phones?

**Examples of a Risk Identified and Procedure in place to manage the particular risk:**

	Risk Identified	Procedure in place to manage risk identified
1	Toilets are situated a distance from the room where students are taught – risk of children wandering out and being a target for abuse or abduction.	Policy in place to advise parents that children need to use toilet before coming into class. Students do not leave class without permission. No student goes to toilet alone, a younger student is be accompanied by an older student. A suitable (Garda vetted) adult is on hand to escort students to and from the toilet and observe any student leaving.
2	Recognising the signs of child abuse or neglect in a child.	Teacher has received training in this area and is aware of the signs. Completed Tusla online Children First E learning programme. Procedure in place to report any such incident to Tusla.
3.	Children dropped off at the door of the dance class, before the teacher arrives.	Parents/Guardians are issued with a code of conduct concerning their responsibilities/ that children are not to be dropped at the door before class commences/children to be checked into the care of the teacher.



