

Scoil Íde's Written Protocol for Authorising Action where there is an urgent child safeguarding requirement to immediately absent an employee from the school

In accordance with Section 7.2 of the Child Protection Procedures for Primary and Post-Primary Schools 2017 employers must have in place a written protocol for authorising immediate action when there is an urgent child safeguarding requirement to immediately absent an employee from the school. For example, the protocol will apply where the need for immediate action arises during the course of a school day or just prior to the commencement of a school day and where the immediate safeguarding of children requires that such action must not be delayed pending or contingent on the convening of a meeting of the board of management or the receipt of legal advice. Such action may also be triggered by the school being informed by TUSLA or An Garda Síochána of a risk to children.

PROTOCOL

In the context of these procedures, where circumstances warrant it, as an essential precautionary measure in order to protect the children in the school, the chairperson of the Board of Management is authorised by the school authority to direct an employee to immediately absent himself or herself from the school without loss of pay until the matter has been considered by the employer. It is very important to note that the action under the protocol is intended to be precautionary and not disciplinary. The action under this protocol is an interim measure pending the employer's consideration of the matter. The employee will be invited to a meeting with the chairperson of the board of management, the purpose of which is to inform the employee of the allegation and the action being taken. The employee may be accompanied by an appropriate person of his or her choice and will be so advised. In any event, the employee will also be advised of the matter, in writing. The chairperson of the board of management shall also make a record of the meeting which shall be retained on the relevant case file.

Signed:

Chairperson of Board of Management

Date: