



An Roinn Oideachais
Department of Education

St Pauls Hospital Special School
Coolgreena Road
Beaumont
Dublin 9

193161

**FACTUAL VERIFICATION / DEARBHÚ FÍRICÍ
FREAGAIR LAISTIGH DE CHÚIG LÁ SCOILE
RESPOND WITHIN FIVE SCHOOL DAYS**

DUE DATE / DÁTA DLITE: 19-01-2021

A chara,

Gheobhaidh tú, ceangailte le seo, an dréacht-tuairisc ar chuairt TSSS a rinneadh i do scoil. Tá cóip den tuairisc á seoladh chuig an bpríomhoide, chuig cathaoirleach an bhoird bhainistíochta agus chuig príomhfheidhmeannach an bhoird oideachais agus oiliúna ar aon dul leis na forálacha atá sna *Treoirlínte um Fhoilsiú Tuairiscí Cigireachta Scoile* (arna n-athbhreithniú in 2015) agus i *Rialacháin an Achta Oideachais, 1998 (Foilsiú Tuairiscí Cigireachta ar Scoileanna agus ar Lárionaid Oideachais), 2015*.

A chara,

Please find attached the draft report of Supporting the Safe Provision of Schooling undertaken in your school. This copy of the report is being sent to the principal, to the chairperson of the board of management and to the chief executive of the Education and Training Board in line with the provisions contained in Guidelines for the Publication of School Inspection Reports (Revised 2015) and Education Act 1998 (Publication of Inspection Reports on Schools and Centres for Education) Regulations 2015.



Tháinig na forálacha atá sna *Treoirlínte* athbhreithnithe thuas i bhfeidhm an 1 Meán Fómhair 2015. Tarraingítear d'aird ar Chaibidil 3 de na *Treoirlínte* go háirithe, áit a bhfuil achair ama nua leagtha amach. Ceadaítear leo **cúig lá scoile le haghaidh an fhoirm Dearbhaithe Fíricí a chur ar ais**. Tá an fhoirm ceangailte leis an litir seo.

Dearbhú fíricí

Mar atá leagtha amach i Rannán 3 de na *Treoirlínte* (a bhfuil cóip díobh ar fáil ar shuíomh Gréasáin na Roinne Oideachais agus Scileanna ag www.education.ie), iarrtar ar chathaoirleach an bhoird bhainistíochta agus/nó ar an bpríomhoide a chruinne atá na fíricí sa tuairisc a sheiceáil.

Más mian leat aon earráidí fíorasacha a chur in iúl don Chigireacht, ba chóir duit Foirm Dearbhaithe Fíricí na Tuairisce Cigireachta a chomhlánú agus í a chur ar ais trí ríomhphost nó tríd an bpost chuig an seoladh thíos agus laistigh de CHÚIG lá scoile ó dháta na litreach seo.¹

Tá cóip leictreonach den fhoirm ceangailte agus ar fáil i rannán Forimeacha Scoile den leathanach Tuairiscí Cigireachta agus Foilseacháin ar shuíomh Gréasáin na Roinne Oideachais agus Scileanna (<https://www.education.ie/ga/Foilseachain/Tuairisc-Cigireachta>). I gcás scoileanna atá faoi choimirce na mBord Oideachais agus Oiliúna, ba cheart an fhoirm a chomhlánú i gcomhairle leis an bpríomhfheidhmeannach.

Áirítear leis an dréacht-tuairisc leathanach ag a bhfuil sonraí teagmhála na scoile le gur féidir leat a chruinne atá an fhaisnéis a sheiceáil. Ní bheidh an leathanach sin sa leagan deiridh den tuairisc.

The provisions contained in the revised Guidelines above came into effect from 01 September 2015. Your attention is drawn in particular to Chapter 3 of the Guidelines, where the timeframes are set out. These allow five school days for the return of the Factual Verification form which is attached to this letter.

Factual verification

As outlined in Section 3 of the Guidelines (a copy of which is available on the website of the Department of Education and Skills, www.education.ie), the chairperson of the board of management and/or the principal are invited to check the accuracy of facts in the report.

If you wish to point out any errors of fact to the Inspectorate, you should complete an Inspection Report Factual Verification Form and return it by email or post to the address below within FIVE school days of the date of this letter.¹

A copy of the form is attached and an electronic copy is available in the School Forms section of the Inspectorate Reports and Publications page on the Department of Education and Skills website (<https://www.education.ie/en/Publications/Inspection-Reports-Publications>). In the case of schools under the auspices of an Education and Training Board, the form should be completed in consultation with the chief executive.

This draft report includes a page with the school's contact details, so that you can check the accuracy of the information. This page will not appear in the final version of the report.



Mura bhfaightear freagairt ar bith maidir le dearbhú fíricí laistigh de **chúig lá scoile** ó dháta eisiúna na litreach seo, glacfar leis go bhfuil tú sásta gur cruinn atá an tuairisc. Eiseofar an tuairisc lena heisiúint ansin, trí ríomhphost amháin, chuig do scoil le haghaidh freagairt scoile. Ós rud é nach n-eiseofar cóip chrua, déan cinnte go ndéanann tú monatóireacht ar ríomhphoist isteach le haghaidh fháil na tuairisce.

Seoladh fillte

Ba cheart foirmeacha a sheoladh chuig:
reports_inspectorate@education.gov.ie

NÓ chuig:

Bernadette Flannery
Inspectorate Secretariat
Department of Education and Skills
Units 3-6 Beulah Buildings, Finisklin Road
Sligo
F91 D7VC
Telephone: 076 110 8697

¹Ba cheart **Foirm Dearbhaithe Fíricí na Tuairisce Cigireachta**, agus í comhlánaithe, a chur ar ais faoin 19-01-2021

Is mise, le meas,

PP

Declan Cahalane
Príomh-Chigire Cúnta

If no response is received in respect of factual verification within five school days of the date of issue of this letter, it will be assumed that you are satisfied that the report is accurate. The report will then be prepared for issue, by email only, to your school for school response. As a hard copy will not be issued, please ensure that you monitor incoming emails for receipt of the report for school response.

Return address

Forms should be sent to:
reports_inspectorate@education.gov.ie

OR to:

Bernadette Flannery
Inspectorate Secretariat
Department of Education and Skills
Units 3-6 Beulah Buildings, Finisklin Road
Sligo
F91 D7VC
Telephone: 076 110 8697

¹The completed Inspection Report Factual Verification Form should be returned by 19-01-2021

Yours sincerely,

pp

Declan Cahalane
Assistant Chief Inspector

Foirm Dearbhaithe Fíricí na Tuairisce Cigireachta

Cigireacht scoile

Ainm agus seoladh na scoile:	St Pauls Hospital Special School Coolgreena Road Beaumont Dublin 9 19316I
Cineál cigireachta	<i>Mar shampla: meastóireacht scoile uile, cigireacht ábhair, cigireacht theagmhasach, cigireacht leantach, etc.?</i>
Dáta eisiúna na tuairisce cigireachta	11-01-2021
Don oifig amháin	Uimhir cigireachta: 24983

Earráidí fíorasacha sa tuairisc

Úsáid an spás thíos chun aird na Cigireachta a dhíriú ar aon earráid fhíorasach a thugann tú faoi deara sa dréacht-tuairisc a eisíodh chuig do scoil. De rogha air sin, soláthair na sonraí ar leathanach ceangailte.

Leathanach	Earráidí

Síniú

Príomhoide	Ainm i gcló: Adrian Harkin
	Síniú:
	Dáta:

Cathaoirleach, an Bord Bainistíochta	Ainm i gcló: Paul Burke
	Síniú:
	Dáta:

Ní mór an fhoirm seo a bheith sínithe ag an bpríomhoide nó ag cathaoirleach bhord bainistíochta na scoile. I gcás scoile atá ag feidhmiú faoi choimirce Bord Oideachais agus Oiliúna, ní mór an fhoirm a bheith comhlánaithe ag an bpríomhoide nó ag cathaoirleach an bhoird bhainistíochta i gcomhairle le Príomhfheidhmeannach (nó oifigeach ainmnithe) an Bhoird Oideachais agus Oiliúna. Ní mór an fhoirm a chur ar ais chuig Rúnaíocht na Cigireachta laistigh de chúig lá scoile ó dháta eisiúna na dréacht-tuairisce.

Inspection Report Factual Verification Form

School details	St Pauls Hospital Special School Coolgreena Road Beaumont Dublin 9 19316I
Inspection details	Supporting the Safe Provision of Schooling conducted on 16-12-2020
Date of issue of inspection report	11-01-2021
For office use	Inspection Number: 24983

Factual inaccuracies in the report

Please use the space below to draw the attention of the Inspectorate to any factual inaccuracy that you believe is included in the draft report issued to your school. Alternatively, please supply details on an attached sheet

Page	Inaccuracies

Signature

Principal	Adrian Harkin
	<i>Signature:</i>
	<i>Date:</i>

Chairperson, Board of Management	Paul Burke
	<i>Signature:</i>
	<i>Date:</i>

This form must be signed by either the principal or the chairperson of the board of management of the school. In the case of a school operating under the auspices of an Education and Training Board, the form must be completed by the principal or the chairperson of the board of management in consultation with the Chief Executive (or nominated officer) of the Education and Training Board. The form must be returned to the Inspectorate Secretariat within five schools days of the date of issue of the draft report.

An Roinn Oideachais
Department of Education

Ag Tacú le Soláthar Sábháilte na Scolaíochta
Supporting the Safe Provision of Schooling

Ainm na scoile / School name	St Pauls Hospital Special School
Seoladh na scoile / School address	Coolgreena Road Beaumont Dublin 9
Uimhir rolla / Roll number	19316I

Dáta na Cuairte: 16-12-2020

Date of Visit: 16-12-2020



An Roinn Oideachais
Department of Education

WHAT IS A SUPPORTING THE SAFE PROVISION OF SCHOOLING (SSPS) REPORT?

The safe and sustainable provision of schooling in the context of the current public health pandemic is an important national priority. Ensuring that schools are safe learning and working environments for all is vital and the detailed guidance issued by the Department of Education to all schools and settings is designed to support the ongoing provision of schooling. The guidance provides key messages to minimise the risk of COVID-19 for staff, learners, families and the wider community while recognising the importance of the safe and sustainable provision of schooling for the health and wellbeing of students and of society as a whole.

The Inspectorate carries out a programme of SSPS visits to schools and centres for education in order to provide an assurance to the public that the Department's guidelines are being implemented and to support schools in implementing them.

An SSPS report is a report that is published following an SSPS visit.

WHAT HAPPENS DURING A SUPPORTING THE SAFE PROVISION OF SCHOOLING VISIT?

During a SSPS visit, inspectors engage with:

- Principal
- Lead Worker Representative(s)
- Selection of staff members

Inspectors review:

- COVID-19 Policy Statement
- School's risk assessment to see that Covid-19 is added as a risk
- School's contact log/arrangements for signing in and out

Inspectors observe:

- Physical distancing arrangements
- COVID-19 signage
- Sanitising units
- Isolation area

Inspectors also conduct level 1 Child Protection Checks

HOW TO READ THIS REPORT

The checks conducted during this inspection are based on the COVID – 19 Response Plans for the safe and sustainable reopening of schools. These plans can be accessed here:

[Covid-19 Response Plan for Safe Re-opening of Primary Schools](#)

[Covid-19 Response Plan for Safe Re-opening of Post-primary Schools](#)

The response plans are, in turn, aligned with advice and regulations set out by the Health and Safety Authority for all workplaces.

The checks are grouped into four main areas:

1. Planning
2. Appointment of a Lead Worker Representative (LWR)
3. Provision of staff training
4. Implementation of control measures

Each main area has a number of checks; these are the specific actions that a school should take in relation to the each area.

When the inspector determines that the school has not fully implemented one of the checks, the report provides some additional comment on the check. It also advises on actions that the school should take in order to fully implement the guidance provided.

The report also indicates whether or not the school met the requirements in relation to the three child protection checks conducted during the visit.

A Guide Supporting the Safe Provision of Schooling (SSPS) is published on the website of the Department of Education and can be accessed [here](#). This Guide details how SSPS visits are carried out and also provides the full framework used by inspectors during the visits.

CHILD PROTECTION

During the visit, the following checks in relation to the school's child protection procedures were conducted:

1. The name of the DLP and the Child Safeguarding Statement are prominently displayed near the main entrance to the school.
2. The Child Safeguarding Statement has been ratified by the board and includes an annual review and a risk assessment.
3. All teachers visited reported that they have read the Child Safeguarding Statement and that they are aware of their responsibilities as mandated persons.

The school met the requirements **in relation to each of the checks above.**

AREA 1: PLANNING		
1.	The school had a COVID-19 policy in place prior to the reopening of schools for the 2020/21 school year	Yes
1 a	<i>The school has a COVID-19 policy in place for the 2020/21 school year</i>	Yes
1b	<i>The policy contains all material contained in Appendix 1 of Department's guidance</i>	Yes
1c	<i>There is evidence that the policy was shared with staff, students and parents</i>	Yes
2	The school has updated their health and safety risk assessment to identify the hazards and outlining the relevant control measures associated with COVID-19	Yes
2a	<i>The school's risk assessment includes COVID-19 as a risk and identifies associated control measures</i>	Yes

AREA 2: APPOINTMENT OF A LEAD WORKER REPRESENTATIVE		
3.	The school has appointed a Lead Worker Representative	Yes
3a	<i>The name of LWR(s) is available</i>	Yes
3b	<i>A discussion with LWR(s) shows that he/she is aware of the role and responsibilities of a LWR as outlined in Appendix 8 of the Department's guidance</i>	Yes
3c	<i>The LWR(s) confirms that he/she has completed training for LWRs</i>	Yes

AREA 3: PROVISION FOR STAFF TRAINING		
4.	The school has ensured that staff have reviewed the training materials provided by the Department of Education	Yes
4a	<i>The members of school staff that were spoken to during the visit confirm that they have completed relevant training</i>	Yes
5.	All staff have completed the Return to Work (RTW) form	Yes
5a	<i>The principal confirmed that all staff have completed a RTW form</i>	Yes
5b	<i>The members of school staff that were spoken to during the visit confirmed that they completed a RTW form</i>	Yes

AREA 4: CONTROL MEASURES		
6.	The school has procedures in place for dealing with a suspected case of COVID 19 in line with the Department's guidelines	Yes
6a	<i>The school principal and the LWR are aware of the procedures for dealing with a suspected case</i>	Yes
6b	<i>An isolation area is ready</i>	Yes
6c	<i>Contact telephone numbers for parents available</i>	Yes
6d	<i>The school has a supply of PPE available</i>	Yes

7	The school has displayed posters and other signage to prevent introduction and spread of COVID-19	Yes
7a	<i>There is visual evidence of posters and signage throughout the school</i>	Yes
8.	The school has made changes to the school and classroom layout to support physical distancing and to facilitate ongoing cleaning of the school	Yes
8a	<i>There is visual evidence of reconfigured classrooms</i>	Yes
8b	<i>A sanitising station is available at the main entrance to the school</i>	Yes
8c	<i>Sanitising stations are available at regular intervals throughout the school</i>	Yes
8d	<i>In post-primary schools, teachers, staff and students wear face coverings in line with current DE guidance/requirements</i>	N/A
8 e	<i>The school has measures in place to decrease interaction and increase physical distancing outside of classrooms</i>	Yes
8 f.	<i>Arrangements are in place to facilitate physical distancing in the staff room</i>	Yes
9	The school has made necessary arrangements to limit access to the school to necessary visitors and maintain records of contacts to the school	Yes
9a	<i>A contact log is maintained for visitors</i>	Yes
10	The school principal confirmed that enhanced cleaning arrangements that reflect the Department's guidance are in place	Yes

CHILD PROTECTION DATA

1.	The name of the DLP and the child safeguarding statement are prominently displayed near the main door of the school / in the reception area	Yes
2.	The school's child safeguarding statement has been ratified by the board and includes an annual review and a risk assessment	Yes
3.	All teachers visited reported that they have read the school's child safeguarding statement and that they are aware of their responsibilities as a mandated person	Yes

Bainfear úsáid as na seoltaí r-phoist thíos chun cóip den tuairisc a chur chucu siúd atá ainmnithe. Iarrtar ort anois:

1. a chinntiú go bhfuil na daoine ainmnithe fós sna poist chéanna, agus na sonraí a athrú más gá
2. a chinntiú go bhfuil a fhios ag úinéar an tseolta go mbeidh an seoladh in úsáid don fháth seo
3. a chinntiú go bhfuil an seoladh cruinn

The email addresses below will be used to send a copy of the final report to those named. You are now asked to:

1. check that those named are the current holders of these positions and amend where necessary
2. ensure that the owner of the address is aware that the email address is being used for this purpose
3. check that the email addresses are accurate.

EOLAS TEAGMHÁLA NA SCOILE/ SCHOOL CONTACT INFORMATION

Scoil / School	St Pauls Hospital Special School Coolgreena Road Beaumont Dublin 9
Uimhir rolla / Roll number	193161
Seoladh r-phoist / Email address	info@stpaulsspecialschool.ie
Uimhir ghutháin / Telephone no.	018369630

Príomhoide / Principal	Adrian Harkin	R-phost/ Email	info@stpaulsspecialschool.ie
Cathaoirleach an Bhoird Bhainistíochta/ Chairperson of BOM	Paul Burke	R-phost/ Email	pburke@mater.ie
POF an BOO (más cuí) / CE of ETB (if relevant)		R-phost/ Email	
Pátrún nó Iontaobhaithe na scoile / School patron or trustee	Archbishop Diarmuid Martin	R-phost/ Email	info@dublindiocese.ie
Cathaoirleach Chumann na dTuismitheoirí / Chairperson of parents' association		R-phost/ Email	
Cathaoirleach Chomhairle na Mac Léinn (iar- bhunscoil amháin) / Chairperson of student council (<i>post-primary only</i>)		R-phost/ Email	