



St. Brigid's Girls' National School

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8th October 2024

Mandatory Template 1: Child Safeguarding Statement and Risk Assessment Template

Child Safeguarding Statement

St. Brigid's GNS is a primary school providing primary education to pupils from Junior Infants to Sixth Class.

In accordance with the requirements of the Children First Act 2015, Children First: National Guidance for the Protection and Welfare of Children 2017, the Addendum to Children First (2019), the Child Protection Procedures for Primary and Post Primary Schools (revised 2023) and Tusla Guidance on the preparation of Child Safeguarding Statements, the Board of Management of St. Brigid's GNS has agreed the Child Safeguarding Statement set out in this document.

- 1 The Board of Management has adopted and will implement fully and without modification the Department's *Child Protection Procedures for Primary and Post Primary Schools (revised (2023))* as part of this overall Child Safeguarding Statement
- 2 The Designated Liaison Person (DLP) is Aideen O'Shea(Principal)
- 3 The Deputy Designated Liaison Person (Deputy DLP) is Danielle Wells (Acting Deputy Principal)
- 4 The Relevant Person is Aideen O'Shea(Principal)
(The relevant person is one who can provide information in respect of how the child safeguarding statement was developed and will be able to provide the statement on request. This person can also be the DLP)

5 The Board of Management recognises that child protection and welfare considerations permeate all aspects of school life and must be reflected in all of the school's policies, procedures, practices and activities. In its policies, procedures, practices and activities, the school will adhere to the following principles of best practice in child protection and welfare:

The school will:

- recognise that the protection and welfare of children is of paramount importance, regardless of all other considerations;
- fully comply with its statutory obligations under the Children First Act 2015 and other relevant legislation relating to the protection and welfare of children;
- fully co-operate with the relevant statutory authorities in relation to child protection and welfare matters;
- adopt safe practices to minimise the possibility of harm or accidents happening to children and protect workers from the necessity to take unnecessary risks that may leave themselves open to accusations of abuse or neglect;
- develop a practice of openness with parents and encourage parental involvement in the education of their children; and
- fully respect confidentiality requirements in dealing with child protection matters.

The school will also adhere to the above principles in relation to any adult pupil with a special vulnerability.

6 The following procedures/measures are in place:

- In relation to any member of staff who is the subject of any investigation (howsoever described) in respect of any act, omission or circumstance in respect of a child attending the school, the school adheres to the relevant procedures set out in Chapter 7 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)* and to the relevant agreed disciplinary procedures for school staff which are published on the gov.ie website.
- In relation to the selection or recruitment of staff and their suitability to work with children, the school adheres to the statutory vetting requirements of the [National Vetting Bureau \(Children and Vulnerable Persons\) Acts 2012 to 2016](http://gov.ie) and to the wider duty of care guidance set out in relevant Garda vetting and recruitment circulars published by the Department of Education and available on the gov.ie website.
- In relation to the provision of information and, where necessary, instruction and training, to staff in respect of the identification of the occurrence of harm (as defined in the 2015 Act) the school -
 - Has provided each member of staff with a copy of the school's Child Safeguarding Statement
 - Ensures all new staff are provided with a copy of the school's Child Safeguarding Statement
 - Encourages staff to avail of relevant training
 - Encourages Board of Management members to avail of relevant training
 - The Board of Management maintains records of all staff and Board member training

- In relation to reporting of child protection concerns to Tusla, all school personnel are required to adhere to the procedures set out in the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*, including in the case of registered teachers, those in relation to mandated reporting under the Children First Act 2015.
- All registered teachers employed by the school are mandated persons under the Children First Act 2015.
- In accordance with the Children First Act 2015 and the Addendum to Children First (2019), the Board has carried out an assessment of any potential for harm to a child while attending the school or participating in school activities. A written assessment setting out the areas of risk identified and the school's procedures for managing those risks is included with the Child Safeguarding Statement.
- The various procedures referred to in this Statement can be accessed via the school's website, the [gov.ie](#) website or will be made available on request by the school.


7 This statement has been published on the school's website and has been provided to all members of school personnel, the Parents' Association (if any) and the patron. It is readily accessible to parents and guardians on request. A copy of this Statement will be made available to Tusla and the Department if requested.

8 This Child Safeguarding Statement will be reviewed annually or as soon as practicable after there has been a material change in any matter to which this statement refers.

This Child Safeguarding Statement was adopted by the Board of Management on the 8th October 2024.

This Child Safeguarding Statement was reviewed by the Board of Management on the 8th October 2024.

Signed: 
 Chairperson of Board of Management

Signed: 
 Principal/Secretary to the Board of Management

Date: 08.10.2024

Date: 8/10/2024

Child Safeguarding Risk Assessment

Written Assessment of Risk of St. Brigid's GNS, Palmerstown, Dublin 20

In accordance with section 11 of the Children First Act 2015 and with the requirement of Chapter 8 of the *Child Protection Procedures for Primary and Post-Primary Schools (revised 2023)*, the following is the Written Risk Assessment of St. Brigid's GNS, Palmerstown, Dublin 20.

1. List of school activities	2. The school has identified the following risk of harm in respect of its activities –	3. The school has the following procedures in place to address the risks of harm identified in this assessment -
<p>Training of school personnel in Child Protection matters.</p> <p>One to one teaching & Learning support.</p>	<p>Harm not recognised or reported promptly</p> <p>Harm by school personnel</p> <p>Risk of harm to children with SEN who have particular vulnerabilities</p>	<p>Child Safeguarding Statement & DES procedures made available to all staff.</p> <p>DLP& DDLP to attend PDST face to face training (when available)</p> <p>All Staff to view Tusla e-learning mandatory reporting training module & any other online training offered by PDST</p> <p>BOM records details of all staff and board training</p> <p>Open doors when teaching one to one</p> <p>Table between teacher and pupil</p> <p>Glass panel in support room/ classroom door.</p> <p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</p> <p>The school complies with the agreed disciplinary procedures for teaching staff</p>

Care of Children with special needs, including intimate care needs	Risk of harm to children with SEN who have particular vulnerabilities	Policy on intimate care in place. The school implements a yearly yard supervision procedure to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, etc.
Toilet procedure in school	Risk of meeting an unknown adult when travelling to the toilet during class time. Peer to peer interaction – older children interacting negatively with younger children	Use of school toilets procedure in place and updated yearly. Designated times for classes to attend to limit cross over with other classes for younger classes.
Children going on jobs/messages	Risk of child meeting an unknown adult when travelling in twos to the office etc.	The school implements an agreed procedure around children carrying out messages/jobs – Children always carry out messages/jobs in twos never a child on their own. Pupils will only be sent on age appropriate messages / jobs.
Toilet areas	Inappropriate behaviour Risk of harm to child when child leaves the classroom during class time to use the toilet. Risk of harm to child when child has a toileting accident. Risk of harm to children with SEN who have particular vulnerabilities Risk of harm to child while a child is receiving intimate care	The school implement a yearly yard supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets, changing rooms etc. Use of school toilets procedure in place. Intimate care policy in place.

Curricular Provision in respect of SPHE, RSE, Stay safe and Weaving Well-Being	Non-teaching of same	School implements SPHE, RSE, Stay Safe in full & details of which are recorded in monthly reports. Short term absence of class teacher – Partner teacher to teach sensitive topics should they arise at the time of the teacher's absence.
List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Daily arrival and dismissal of pupils	Harm from older pupils, unknown adults on the playground.	Gates open at 8.40am for pupils. All children should be supervised by their parent/guardian, outside the school grounds until the gate is opened at 8.40am by the ISM and children are permitted to enter the yard. Supervision of pupils is carried out by ISM and SNAs from 8.40am until 8.50am. All class teachers greet their class in the yard at 8.50am and supervise their children as they enter into the school building. Parents/Guardians are not permitted on the school yard at this time. On days of inclement weather, the children enter into the school at 8.40am where they are met by their class teacher in their classroom. Teachers supervise their class from 8.40am in their classroom on these mornings. The ISM and SNAs greet the pupils at the yard gate at 8.40am and direct them into the school building. The school implement a yearly yard supervision policy to ensure appropriate supervision of children during assembly, dismissal, break times and days with inclement weather. Children leaving during the school day – Aladdin profiles are checked to ensure that a child is leaving with an appropriate adult as per their personal

		<p>profile. Parents are required to enter details of their child's early leaving time through the Aladdin App if they need to collect their daughter early from school throughout the course of the school day.</p> <p>Parents are reminded that children can only be collected early from school by people over the age of 18 and that the school has been informed of through Aladdin or by email to the school email address stbrigids@gnms@gmail.com</p> <p>Aladdin message sent each September to remind Parents that permission is needed for their child to leave school at 2.30pm without an adult present to collect them.</p> <p>Daily dismissal supervised by Teachers</p> <p>Junior and senior infant teachers ensure younger pupils are collected by an adult listed on pupil profile on Aladdin. Advance notice is to be given of collection by another adult not listed on profile.</p> <p>Health & Safety Policy in place</p> <p>Code of Behaviour in place</p>
<p>Managing of challenging behaviour amongst pupils, including appropriate use of restraint</p> <p>Use of external personnel to support sports and other extra-curricular activities e.g. Sports Coaches</p>	<p>Injury to pupils and staff</p> <p>Risk of child being harmed in the school by a volunteer or visitor to the school</p>	<p>External agencies for sports and the arts code of conduct in place.</p> <p>All volunteers/ visiting professionals encouraged to view Tusla Child Protection The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to volunteers/visiting professionals in school.</p>

			Garda vetting of external personnel used to supplement the curriculum. Members of school personnel always present for the duration of the activity – class teacher should remain with their class for the duration of the relevant activity.
Students participating in work experience	Harm by student		Work experience Policy in place. Child Safeguarding Statement in place.
Recreation breaks for pupils	Injury to pupils and staff	Risk of harm to children with SEN who have particular vulnerabilities	Health & Safety Policy in place Code of Behaviour in place Sickness/Injury at School policy in place and adhered to. The school implement a yearly yard supervision policy to ensure appropriate supervision of children during, assembly, dismissal and breaks and in respect of specific areas such as toilets etc. SEN policy in place.
Classroom teaching	Harm by school personnel	Risk of harm to children with SEN who have particular vulnerabilities	All teachers escort their class to their designated yard at break times ensuring that their class walk in a safe manner, supervised at all times. The class teacher does not leave their class on the yard until the “Yard Teacher” is present on yard. At the end of each break on yard, the class teacher collects his/her class from the yard and supervises their class as they walk back to their classroom. The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting The school abides by the Teaching Council codes of conduct for school personnel as well as strict

		vetting procedures for all permanent and voluntary staff. The school complies with the agreed disciplinary procedures for teaching staff.
Outdoor teaching activities	Injury to pupils	Sickness/Injury at School policy in place and adhered to. Health & Safety Policy in place. Permission forms signed on enrolment in the school for pupils' participation in outdoor teaching activities. Incident report forms fully completed by staff member present, discussed and co-signed with the Principal, should an incident occur. Use of school toilets procedure in place. Stay safe programme for all pupils
Sporting Activities	Injury to pupils	External agencies for sports and the arts code of conduct in place. Use of school toilets procedure in place. Sickness/Injury at School policy in place and adhered to. Health & Safety Policy in place.
List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
School outings	Risk of child being harmed by a member of school personnel, a member of staff of another	Code of Behaviour in place.

	<p>organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons</p>	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. Health and Safety policy in place. School Tours/excursions policy in place. Use of school toilets procedure in place. Incident report forms fully completed by staff member present, discussed and co-signed with the Principal, should an incident occur.</p>
<p>Walking pupils to school events/ locations e.g. St. Philomena's Church, Glenaulin Park, Waterstown Park, Palmerstown Library/Hub, Supervalu complex etc.</p>	<p>Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child walking to various locations for school excursion e.g. St. Philomena's Church, Glenaulin Park, Waterstown Park, Palmerstown Library/Hub, Supervalu complex etc.</p> <p>Risk of child being harmed by another child carrying out inappropriate/poor behaviour.</p> <p>Risk of harm to children with SEN who may have particular vulnerabilities.</p>	<p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting. Code of Behaviour in place. Health and Safety policy in place. School Tours/excursions policy in place. Use of school toilets procedure in place. All staff members to be familiar with procedures for walking groups of children to specific venues with staff members. Procedures for walking groups of children to specific venues are adhered to by all staff members – as per School Tours/excursions policy. Additional arrangements to be made for children with SEN or care needs as appropriate, in consultation with school Principal, before the excursion commences.</p>

Use of toilet/changing/shower areas in school and in Swimming Pool	Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child	<p>Code of Behaviour in place Policy on intimate care in place.</p>
		<p>SNA (where applicable) to walk with assigned pupil/pupils.</p> <p>Adult positioned at front, middle and end of line of children.</p> <p>When crossing roads, supervising adults to ensure the safe crossing of the children. Middle supervising adult to remain on the road to ensure the children walk briskly across the road. Middle supervising adult to remain on the road until met by the adult supervising the end of the line and confirms that no more children are to cross. The middle supervising adult should then resume their position at the middle of the line. Safety of the children and the adults should be a priority at all times.</p> <p>Pupils always walk in pairs.</p> <p>Pupils encouraged to be aware of their surroundings as they walk and when crossing the road.</p> <p>Procedures for walking groups of children to various locations/venues agreed by all staff members and adhered to by all staff members.</p> <p>Route to be travelled should be planned out by supervising teachers in advance of the excursion commencing – appropriate stopping points to ensure the group/class stay together and stay safe.</p>

	participating in out of school activities e.g. school trip, swimming lessons	Use of school toilets procedure in place.
Annual Sports Day / School Open Days /Member of the public/school community viewing sports day.	Risk of child being harmed in the school by volunteer or visitor to the school	Policy on School Tours and Outings in place Policy on swimming in place. External agencies for sports and the arts code of conduct in place. Sickness/Injury at School policy in place and adhered to. Code of Behaviour in place. Teachers are mindful of the adults that are around. Child only speaks to an adult on asking teachers permission. Supervision timetable created for open day events.
Fundraising events involving pupils	Risk of child being harmed in the school by volunteer or visitor to the school.	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to volunteers in school.
	Risk of harm due to inadequate behaviour between peers.	School visitors policy in place. Code of Behaviour in place.
List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
Management of challenging behaviour amongst pupils, including appropriate use of restraint where required	Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in out of school activities e.g. school trip, swimming lessons	The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting The school abides by the Teaching Council codes of conduct for school personnel as well as strict

			vetting procedures for all permanent and voluntary staff. Code of Behaviour is followed.
			Incident report forms fully completed by staff member present, discussed and co-signed with the Principal, should an incident occur. The school complies with the agreed disciplinary procedures for teaching staff.
Administration of Medicine Administration of First Aid	Allergic reactions to medication		Sickness/Injury at School policy in place and adhered to. Parents/Guardians of children in need of medication during school hours complete a school indemnification form before medication is administered to a child.
Prevention and dealing with bullying amongst pupils	Risk of harm due to bullying of child		The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i> Information regarding Anti-Bullying investigations commenced, concluded or ongoing reported to the BOM by the Principal at each BOM meeting.
Use of external personnel to supplement curriculum	Risk of child being harmed by a member of staff of another organisation or other person while child participating in out of school activities.		The school adheres to the requirements of the Garda vetting legislation and Garda vetting is strictly monitored in the school. Teacher stays in the room at all times with her/his class to ensure that the member of personnel from any visiting organisation or volunteer is supervised at all times. School visitor's policy in place.

List of School Activities	The School has identified the following Risk of Harm	The School has the following Procedures in place to address risk identified in this assessment
<p>Care of pupils with specific vulnerabilities/ needs such as</p> <ul style="list-style-type: none"> • Pupils from ethnic minorities/migrants • Members of the Traveller community • Lesbian, gay, bisexual or transgender (LGBTQ+) children • Pupils perceived to be LGBTQ+ • Pupils of minority religious faiths • Children in care • Children on CPNS • Homeless children • Children experiencing homelessness • Children experiencing poverty • Children experiencing mental health issues • Children experiencing abuse 	<p>Harm not recognised or properly or promptly reported</p>	<p>The school –</p> <p>Has provided each member of school staff with a copy of the school’s Child Safeguarding Statement</p> <p>Has provided each member of school staff with a copy of the Department of Education and Skills Child Protection Procedures for Primary and Post Primary Schools revised 2023.</p> <p>Ensures all new staff are provided with a copy of the school’s Child Safeguarding Statement</p> <p>Encourages staff to avail of relevant training</p> <p>Encourages board of management members to avail of relevant training</p> <p>BOM records details of all staff and board training</p> <p>Anti-Bullying Policy in place.</p> <p>Stay Safe fully implemented.</p> <p>Code of Behaviour in place.</p>
<p>Recruitment of school personnel including -</p> <ul style="list-style-type: none"> • Teachers • SNAs • Caretaker/Secretary/Cleaners 	<p>Harm not recognised, properly or promptly reported</p> <p>Risk of harm in one-to-one teaching, coaching situation</p>	<p>Child Safeguarding Statement & DES procedures made available to all staff</p> <p>Staff to view Tusla training module & any other online training offered by PDST</p> <p>The school adheres to the requirements of the Garda vetting legislation and relevant DES circulars in relation to recruitment and Garda vetting</p>

		<p>The school abides by the Teaching Council codes of conduct for school personnel as well as strict vetting procedures for all permanent and voluntary staff.</p> <p>The school complies with the agreed disciplinary procedures for all staff members.</p> <p>School visitor's policy in place.</p>
<p>Visitors/contractors present in school during school hours</p> <p>Visitors/contractors present during after school activities</p>	<p>Risk of child being harmed in the school by volunteer or visitor to the school.</p>	<p>External agencies for sports and the arts code of conduct in place.</p> <p>Staff members are reminded that if a parent/guardian visits the school while staff member is on First Aid/Yard duty & the office is closed(break times), the staff member should ask the Parent/Guardian to wait outside of the school grounds until the office reopens. Staff members on First Aid duty or Yard duty cannot leave their duty to collect a child that is being collected early without prior information being sent in through Aladdin by the parents. Should a teacher receive information that a child in their class is due to be collected early, during breaktimes, the child should be sent to First Aid with their coat and bag for the break to allow for collection when the offices are closed. Teachers are asked to check Aladdin for notices of early leavers before bringing their class out on yard at breaktimes.</p>
<p>Use of school premises by other organisation outside school day</p>	<p>Risk of child being harmed by a member of staff of another organisation or other person while child participating in out of school activities</p>	<p>All personnel vetted and Garda checked through Archbishops House.</p>

<p>List of School Activities</p>	<p>The School has identified the following Risk of Harm</p>	<p>The School has the following Procedures in place to address risk identified in this assessment</p>
<p>Use of Information and Communication Technology by pupils in school, including social media.</p>	<p>Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school</p>	<p>ICT policy in place AUP in place Policy for the Acceptable Use in the Home of School Owned Assistive Technology Devices in place Anti-Bullying Policy in place Code of Behaviour in place Adequate supervision of children at all times. Use of appropriate resources by teacher to raise awareness amongst pupils. Stay safe fully implemented.</p>
<p>Application of sanctions under the school's Code of Behaviour</p>	<p>Bullying</p>	<p>The school has an Anti-Bullying Policy which fully adheres to the requirements of the Department's <i>Anti-Bullying Procedures for Primary and Post-Primary Schools</i> Information regarding Anti-Bullying investigations commenced, concluded or ongoing reported to the BOM by the Principal at each BOM meeting.</p>
<p>Students participating in work experience in the school</p>	<p>Risk of child being harmed in the school by volunteer or visitor to the school</p>	<p>School Anti-Bullying Policy reviewed annually. Work experience policy in place. Child Safe Guarding Policy in place.</p>
<p>Student teachers undertaking training placement in school</p>	<p>Risk of child being harmed by a member of school personnel, a member of staff of another organisation or other person while child participating in either in school or out of school activities e.g. school trip, swimming lessons</p>	<p>Work experience policy in place. Child Safe Guarding Policy in place.</p>

Use of video/photography/other media to record school events	Risk of harm due to children inappropriately accessing/using computers, social media, phones and other devices while at school Risk of child's image/personal information being accessible in the public domain.	The school has in place an ICT policy in respect of usage of ICT by pupils and staff The school has mobile phone procedures in place in respect of usage of mobile phones by pupils and staff. Issued annually by the Chairperson of the BOM. Visitors to our school are asked to refrain from photographing/videoing children in our school.
Online teaching and learning remotely	Risk of child being harmed online by member of school personnel, by another child, by a household member of another child or by anyone who accesses the online learning platform Risk of children being harmed by others using the facility	Garda vetting of all school personnel. Procedures for online learning set out in the school's Acceptable Use Policy. Supervision of pupils at all times by members of school personnel.
Use of off-site facilities for school activities	Risk of harm due to pupils not following the school code of behaviour. Risk to students/staff and occupants of the bus/taxi.	The school has in place a Critical Incident Management Plan Code of Behaviour in place. School Tours/excursions policy in place.
School transport arrangements including use of bus escorts	Risk of child being harmed in the school by personnel associated with religious instruction	School Transport Policy for children attending The Orchard class, in place. Child Protection/Safeguarding training. Individual Behaviour Support Plans/Liaison with teacher and SNA. School adheres to the requirements of Garda Vetting Legislation and relevant DES circulars in relation to recruitment and Garda Vetting
Participation by pupils in religious ceremonies/religious instruction external to the school	Risk of child being harmed in the school by personnel associated with religious instruction	Instruction to take place in classroom with class teacher present at all times. Classes only to be held if there is more than one child present.

School Lift: Children using school lift	Risk of harm to pupils due to lack of supervision Risk of harm to pupils due to inappropriate behaviour of pupils using the lift.	Lift only used when absolutely necessary Lift key is held by Principal and Caretaker only. Lift key is only given out by the caretaker or Principal to a staff member on request. The lift key should never be given to a pupil. School personnel to accompany pupils in the lift at all times of use. One adult to two children, not one adult and one child on every occasion. Code of Behaviour in place Lift Maintenance carried out regularly to meet statutory obligations. Dedicated emergency phoneline available in lift to monitored call centre.
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Important Note: It should be noted that risk in the context of this risk assessment is the risk of “harm” as defined in the Children First Act 2015 and not general health and safety risk. The definition of harm is set out in Chapter 4 of the *Child Protection Procedures for Primary and Post Primary Schools (revised 2023)*

In undertaking this risk assessment, the board of management has endeavoured to identify as far as possible the risks of harm that are relevant to this school and to ensure that adequate procedures are in place to manage all risks identified. While it is not possible to foresee and remove all risk of harm, the school has in place the procedures listed in this risk assessment to manage and reduce risk to the greatest possible extent.

The Addendum to Children First: National Guidance for the Protection and Welfare of Children published in January 2019 clarifies that organisations providing relevant services to children should consider the specific issue of online safety when carrying out their risk assessment and preparing their Child Safeguarding Statement.

The Guidance on Continuity of Schooling for primary and post-primary schools (April 2020) advises of the importance of teachers maintaining the safe and ethical use of the internet during distance learning and assisting parents and guardians to be aware of their role also. Schools should ensure that their Acceptable Use Policy (AUP) informs and guides remote or distance learning activity.