

Appendix 3:

Protocol authorising immediate action

The following protocol authorises immediate action under section 7.3.6 of the '*Child Protection Procedures for Schools 2025*'. The procedures as set out in Chapter 7 of the Procedures should be followed in relation to the activation of this protocol.

Primary schools other than those under the patronage of an ETB

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 further consideration of the matter.

The employee will be invited to a meeting with the chairperson of the board of management is authorised by the school authority to direct an employee to the allegation and the action being taken. The employee may be accompanied by an appropriate person of their 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.

Post-Primary schools other than those under the patronage of an ETB

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 school principal is authorised 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 this 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 further consideration of the matter.

The employee will be invited to a meeting with the principal, 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 their choice and will be so advised.

In any event, the employee will also be advised of the matter, in writing. The principal shall make a record of the meeting which shall be retained on the relevant case file.

Schools Under the Patronage of an ETB

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 school principal, having consulted with the employer ETB in relation to the given circumstances, will be authorised 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 this 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 further consideration of the matter.

The employee will be invited to a meeting with the principal, 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 their choice and will be so advised.

In any event, the employee will also be advised of the matter, in writing. The principal shall make a record of the meeting which shall be retained on the relevant case file.