

RISK ASSESSMENT POLICY

Cambian Red Rose School

Author:

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Date:

October 2025

Period of Review:

Annual

Next Review Date:

October 2026

**Responsibility for
implementation:**

All Staff

Other relevant policies:

- H&S and Fire Safety Policy
- EVOC Policy

The following policy encompasses the Aims & Ethos of Cambian Red Rose School

Aims and Ethos

SAFEGUARDING STATEMENT

Red Rose School is committed to maintaining a safe and secure environment for all pupils and a 'culture of vigilance' to safeguard and protect pupils, staff and visitors, and to all aspects of its 'Safeguarding (Child Protection) Policy'.

EQUAL OPPORTUNITIES STATEMENT

The aims of the school and the principles of excellent education and care will be applied to all children irrespective of their race, sex, disability, religion or belief, sexual orientation and gender; equally these characteristics will be recognised and respected, and the school will aim to provide a positive culture of tolerance, equality and mutual respect.

1.1 Scope

This policy sets out the school's approach to developing and implementing risk management strategies and undertaking risk assessments for activities that are under our control. It has regard to the requirements of the Independent Schools Standards Regulations (ISSRs)

1.2 Objectives

- 1.2.1 To ensure that risks are identified and managed and that appropriate action is taken to reduce these risks as part of an overarching policy with a view to promoting pupils', staff and visitor's welfare.
- 1.2.2 To meet the ISSR requirement for a written risk assessment policy to be in place and to meet the requirement for leadership in, and management of, schools.
- 1.2.3 To ensure that suitable and sufficient risk assessments are undertaken for activities where there is likely to be significant risk including school trips.
- 1.2.4 To ensure that identified control measures are implemented to control risk so far as reasonably practicable.
- 1.2.5 To ensure that those affected by school activities have received suitable information on what to do.
- 1.2.6 To ensure that the risk management strategy and risk assessments are recorded and reviewed when appropriate.
- 1.2.7 To identify those in the school responsible for conducting risk assessments and monitoring their implementation.

1.3 Guidance

- 1.3.1 The Headteacher and EVOC will be responsible for the overarching risk management policy of the school supported by the Regional Director for Education.
- 1.3.2 This policy covers, but is not limited to, managing the risks in the following areas:
 - (a) pupil supervision (including safeguarding and welfare requirements). This includes implementation of the school Designated Safeguarding Lead ("DSL") role and also covers a range of responsibilities outside safeguarding
 - (b) school trips
 - (c) management of visitors on school premises
 - (d) fire and emergencies

- (e) use of equipment
- (f) the suitability of staff (including those not employed by the school who work with pupils on another site) to undertake designated roles and how this is checked.
- (g) financial
- (h) recruitment
- (i) reputational
- (j) terrorism, including the prevention of fundamentalism and extremism
- (k) Outdoor Education and The Duke of Edinburgh's Award
- (l) security

1.3.3 Implementation

The timescales for completion and sign-off of risk assessments, responsibility for drafting and checking, the keeping of records and training requirements are all set out in the relevant policies, including the Health and Safety Policy, Educational Visits Policy, Fire Safety. Sign-off arrangements are also included.

1.3.4 This guidance is applicable to general risk assessments. Where specialist skills are required, e.g. asbestos, fire, water quality and hazardous substances, separate policy guidance is in place. School classroom and site risk assessment checklists are also in place – covered by site maintenance.

1.3.5 All staff will receive guidance on risk assessment as part of their induction. For staff responsible for risk assessments, further guidance is available from the Headteacher and EVOC.

1.3.6 All risk assessments will take into account:

- (a) hazard - something with the potential to cause harm
- (b) risk - an evaluation of the likelihood of the hazard causing harm
- (c) risk rating - assessment of the severity of the outcome of an event
- (d) control measures - physical measures and procedures put in place to mitigate the risk

1.3.7 The risk assessment process will consist of the following 6 steps:

- (a) what could go wrong
- (b) who might be harmed
- (c) how likely is it to go wrong
- (d) how serious would it be if it did
- (e) what are we going to do to stop it
- (f) how we are going to check that the mitigation measures are working

1.3.8 Risk assessments must be reviewed by the end of September annually, and:

- (a) when there are changes to the activity or the physical location of that activity
- (b) after a near miss or accident
- (c) when there are changes to the type of people involved in the activity
- (d) when there are changes in good practice
- (e) when there are relevant legislative changes
- (f) when there are changes that could affect risk
- (g) when any other relevant factor arises
- (h) when there are changes of personnel in the department

