



Risk Assessment Policy

A handwritten signature in black ink, appearing to read 'Parneet Kang'.

Parneet Kang
Principal and Sole Proprietor

A handwritten signature in black ink, appearing to read 'William Holland'.

William Holland
Chair of Trustees

REVIWED: 1st September 2022 - Parneet Kang

The board of trustees and all staff from the Emscote school are fully committed to promoting the safety and welfare of all staff, students and visitors to the school. Our priority lies in ensuring that all the activities within the school environment are delivered in a safe manner that complies fully with not just the law, but also with best practice. Risks are inherent in everyday life: we need to identify them and to adopt systems for mitigating or minimising them.

What is a Risk Assessment?

We use risk assessments as a systematic way to assess, manage and mitigate risk, and thereby promote children's welfare. A risk assessment takes into account:

- The hazard - something with the potential to cause harm
- The risk - an evaluation of the probability (or likelihood) of the hazard causing harm
- Risk rating - assessment of the outcome of the severity of an event
- Control measures - physical measures and procedures put in place to mitigate risk

The risk assessment process consists of the following steps:

- What could go wrong?
- Who might be harmed?
- How likely is it to go wrong?
- How serious would it be if it did?
- What measures are we going to put in place to prevent, manage or mitigate the risk?
- How will we assess the effectiveness of our plans?

Risk assessments are reviewed and updated regularly; our policy is to review annually or earlier in the event of:

- Changes to the activity
- A near miss or accident
- Changes to legislation or best practice.

All members of staff are responsible for taking reasonable care of their own safety, together with that of our pupils and visitors. They are responsible for cooperating with the Principal and the senior leadership team, in order to enable the school to comply with their health and safety duties. All members of staff are responsible for reporting any risks or defects to SLT.

What Areas Require Risk Assessment?

1. Safeguarding: please see Safeguarding and Recruitment, Selection & Disclosure policies
2. Curriculum activities
3. Classroom risk assessments. All rooms are risk assessed annually by the SLT.
4. Fire: please see Fire Safety Policy Other site-related risks (such as asbestos and legionella) are managed as set out in the Health & Safety Policy.)

All Risk Assessments are kept digitally and/or paper files within the school.