



Woodedge Independent School

Risk assessment Policy 2023

Introduction

All independent schools are legally required under the Independent Schools Inspectorate, (The Education (Independent School Standards) Regulations 2014), to have risk assessments in place that cover a great many of their activities, including all the many educational visits and trips that are made by their pupils. Schools are required by law to assess the risks to their employees and to pupils, Governors, contractors and visitors who could be affected by their activities.

Objectives of this policy

- To ensure that suitable and sufficient risk assessments are undertaken on an individual student basis both environmentally and for each activity undertaken
- That identified control measures are implemented to control risk so far as is reasonably practicable
- That those affected by school activities have received suitable information/training on what to do
- That risk assessments are recorded and reviewed/updated when appropriate

Guidance

The Headteacher/teacher are responsible for the implementation of this policy.

Individual student risk assessments are in place for all activities and movement around the school building.

Individual student risk assessments are also in place for all activities/visits and outings external to the school.

Staff receive guidance on positive risk taking and risk assessments as part of their induction training prior to joining the staff team in school. This is refreshed on a regular basis and discussed during team meetings.

Risk assessments will take into account and rated:

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

The risk assessment process will take into account the following steps:

- What could go wrong?



- Who might be harmed?
- What should staff do in response?
- How can it be eliminated?
- How can it be avoided?
- How can it be made less likely?
- If there is a hazardous event, what action is required?

The Headteacher is responsible for the maintenance of risk assessment records.

Review of risk assessments will take place:

- When there are changes to the environment
- When there are changes to the activity
- When there are changes to a students behaviour
- After a near miss or accident
- When there are changes to the type of people involved in the activity
- Where there are changes in good practice
- When there are legislative changes
- Annually for no other reason

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