



## Brookland School

# RISK ASSESSMENT POLICY 2023/2024

**Risks to health and safety should be controlled wherever possible through risk assessments. These are therefore conducted in this school on a regular basis and cover all identified risks to our pupils, our staff, our buildings, our grounds, in our daily routines and at all school events.**

### Conduct of Risk Assessments

Assessments are conducted by the Head of Education/Lead Teacher or delegated to other staff as appropriate.

### Nature of Risk Assessments

Assessments identify significant risks and prescribe remedial action, i.e. risk control measures.

Thorough risk assessment we resolve to answer such questions as the following:

- What hazards are we faced with?
- Who might be affected?
- How can the risks be reduced to an acceptable level?
- Can effective measures be implemented now?
- If not, what contingency plans will serve us best for the time being

Each assessment is written up on a standard pro forma.

### Frequency of Risk Assessments

Assessments are normally annual, but more frequent checks may be required in some risk areas as new risks arise.

### Reporting Procedures for Newly - Identified Hazards

All staff are aware of the need to report new hazards as soon as they are identified and in turn are to immediately notify the Head of Education/Lead Teacher.

### Access to Risk Assessments

A full set is kept in the staff office and where appropriate staff members have individual risk assessments. For example: Students on work placements

### Risk assessments for taking children off site

Staff responsible for taking children off site must carry out a risk assessment using the standard pro forma.

Accessibility Plan	√	SENd Policy	√
Admissions Policy	√	Whistleblowing Policy	√
Attendance Policy	√	<i>Recruitment &amp; Selection Policy -</i>	√
Behaviour Policy	√	<i>now with People HR</i>	√
Bullying Policy	√	Physical Intervention and Restraints Policy	√
Child Protection Policy	√	PSHE & Citizenship Policy SMSC	
Complaints Procedure	√	<b>Risk Assessment Policy</b>	√
Confidentiality Policy	√		
Educational Visits Policy	√		
Equalities Policy	√		
Equal Opportunities Policy	√		
<b>E-Safety Policy</b>	√		
First Aid Policy and Safe Handling of Medicine	√		
Health and Safety Policy	√		

