



Learning, thriving and achieving as a school family through God's Love

## **RISK ASSESSMENT POLICY** **(Attached to the Health, Safety and Welfare Policy)**

### **Introduction**

The head teacher and all staff are responsible to identify situations where there is potential risk. The Health and Safety at work regulations (1992) state that work risk assessments must be carried out to ensure a safe place to work for employees and other users of the establishment.

### **Purpose**

The Governing Body wish to achieve and maintain a high standard of Health and Safety at work by staff identifying risks and so minimise workforce, pupil and visitor exposure to potentially harmful situations as far as is reasonably practicable.

### **Definitions**

A 'HAZARD' is defined as 'something with the potential to cause harm'.

A 'RISK' is defined as 'the likelihood of that harm occurring'. This takes into account any preventative measures already in place.

HARM is defined as 'personal injury, damage to machinery and equipment or other loss in its widest sense'. Harm can arise in connection with the premises, teaching methods, machinery, equipment, substances etc.

RISK ASSESSMENT is 'an evaluation of the chance that a hazard will cause harm'.

### **Procedure**

Risk assessment is about identifying hazards and estimating the degree of risk involved, by taking into account the precautions already in place. The assessment procedure is basically three steps

- Identification of all hazards
- Evaluation of their respective risks

- Measures already taken or proposed to control / reduce risks which are unacceptable

Staff should consider activities that they carry out, in connection with their duties, in the light of risk assessment. Activities should be identified and assessment carried out as a group activity where the staff is involved the activity e.g. rock-climbing risk assessment should be carried out by someone qualified in that sport.

Emphasis must be placed on those risks which pose the greatest threat to Health and Safety, trivial risks can be recorded but ignored.

Use the LA form to record risk assessment.

### **Risk assessment should**

- Identify hazards and evaluate risk
- Record any significant findings
- Evaluate existing controls
- Identify likelihood of accident
- Identify further controls which will reduce risk
- Identify training
- Prioritise risk

It does not have to be a complicated procedure! Ask yourself

- How likely is it that something will go wrong?
- If it did go wrong how serious would it be?
- How often does the risk arise?
- How many people are affected?
- Who are they?
- What are the likely effects?
- How is the establishment / city affected?
- What does the law require?

The head teacher will go through the form with you if you require training.

Risk assessments should be updated on a regular basis all forms should be in the file. If an activity takes place and something unforeseen occurs this must be written into the risk assessment before the activity is repeated.

### **Conclusion**

To the best of our ability, we endeavour to recognise and minimise the risks to ensure the wellbeing and safety of all at Ilam Primary.

### **Monitoring**

The policy and assessments will be reviewed, by governors, alongside the Health and Safety checklist.

**Signed: R Linton**

**Governors: S Wiltshire**

**Date: 15.03.22**

**Staff: E Goldstraw**