



WHAT IS A RISK ASSESSMENT?

A risk assessment is a tool for conducting a formal examination of the harm or hazard to people (or an organisation) that could result from a particular activity or situation.

- A hazard is something with the potential to cause harm
- A risk is an evaluation of the probability (or likelihood) of the hazard occurring
- A risk assessment is the resulting assessment of the severity of the outcome (e.g. loss of life, destruction of property)
- Risk control measures are the measures and procedures that are put in place in order to minimise the consequences of unfettered risk (e.g. staff training, clear work procedures, preliminary visits, warning signs, barriers and insurance).

Risk assessments can be used to identify the potential hazards to people (slipping, falling), property (fire), strategic (reputation, loss of pupils, impact on development), financial (falling pupil rolls), compliance (child protection issues) and environmental (asbestos, legionella).

Risk assessments are a legal requirement. By focussing on prevention - as opposed to reacting when things go wrong - it is possible to prevent accidents and injuries that could ruin lives, damage reputations and cost money. Preventative measures can often be surprisingly simple and cost-effective, such as the application of hazard warning tape to a trip hazard, or ensuring that chemicals are properly stored in locked containers.

AREAS THAT REQUIRE RISK ASSESSMENTS

There are numerous activities carried out in St Piran's School, each of which requires its own separate risk assessment. The most important of these cover:

- Fire safety, procedures and risk assessments
- Educational visits and trips
- EYFS settings

Separate model policies cover each of the three areas mentioned above. However, risk assessments are also needed for many other areas, including:

Educational

- Science experiments
- Design and Technology
- Food Technology
- Each games, swimming and PE activity

- Art work
- Music (including minimising the risk of hearing loss to staff)
- Drama (including the theatre back stage, stage and lighting box)
- Dance Studio

At St Piran's school we make use of model or generic risk assessments, for our educational activities and visits. We subscribe to the CLEAPSS Advisory Service that provides model risk assessments for our lessons in science and design and technology. We provide professional training courses for both teachers and technicians who work in science and DT. All teaching staff and technicians receive regular induction and refresher training in risk assessments tailored to their specific areas.

Pastoral

The focus of our pastoral policy is to ensure that every pupil leaves as a confident, articulate young adult capable of keeping him/herself safe on the streets, in the home and in all situations. Our PSHCE programmes and Assemblies are directed towards promoting an increasing understanding as the pupil develops, of the risks that exist in both the real and the electronic worlds, and on sensible precautions that should be taken. Our science lessons encourage students to conduct their own safety-related research into the potential hazards of chemicals, gas, electricity and flammable materials.

Medical and First Aid

The medical area has risk assessments for first aid and all other treatments and procedures. The accident forms are maintained in the medical area and Matron is responsible for ensuring that accident reports are passed to the Bursar, and the Head. The School's separate medical policy explains the procedures that we would follow in the event of a medical emergency.

Child Protection and safeguarding

Our Safeguarding Policy and training for all staff form the core of our child protection risk management. Safer Recruitment Policies and procedures ensure that the school is not exposed to the risk of employing staff who are barred from working with children, and are not allowed to work in the UK. By extending this regime to Governors, volunteers, and by ensuring that everyone in our community receives regular child protection training, we manage this risk to an acceptable level.

Support Areas

- Catering and Cleaning: risk assessments and training are required for every item of catering and cleaning equipment, as well as for manual handling, slips and trips and the control of substances hazardous to health (COSHH). Induction and refresher training covers risk assessments, protective equipment and safety notices.
- Caretaking and Security: risk assessments cover every room, laboratory, stairs, corridor and emergency exit in the entire school, and the EYFS. Particular emphasis in training is given to minimising the risk of both fire and to security by adhering to good practice. Risk assessments also cover manual handling, working at heights, and asbestos. Induction and refresher training covers risk assessments, protective equipment and safety notices.
- Maintenance: risk assessments and training is required for every tool and item of equipment, as well as for manual handling, slips and trips, working at height, lone working, asbestos, control of contractors on site, electricity, gas, water, swimming pool maintenance and the control of substances hazardous to health (COSHH). Induction and refresher training covers risk assessments, safe working practices, communication and health and safety notices and protective equipment.

- Grounds: risk assessments and training is required for every tool and piece of machinery, as well as for manual handling, slips and trips, working at height, lone working, use of pesticides, storage of flammables and COSHH. Induction and refresher training covers risk assessments, protective equipment and safety notices.
- Office staff: risk assessments are required for the display screen equipment and cables used by those staff (primarily office-based) who spend the majority of their working day in front of a screen.

Access by Pupils

Risk assessments of all areas of the school reinforce the policy of ensuring that our pupils do not have unsupervised access to potentially dangerous areas, such as the swimming pool, the science laboratories and the design technology suite. Doors to these areas are kept locked when not in use. Pupils are only allowed access when accompanied by a member of staff. Pupils do not have access to the grounds, maintenance, catering and caretaking working areas in the school.

Reviewed by: Bursar
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