

Stanborough Primary School & Nursery

Risk Assessment Policy



Approved by:

Stanborough
Primary School
Governing Body

Date:

Last reviewed on:

March 2025

Next review due by:

March 2027

At Stanborough Primary School every reasonable action is taken to promote the safety and well-being of learners and staff. Our aim is to keep everyone safe and protected from danger. Most activities could theoretically entail the possibility of harm. We believe it is not in the best interest of learners to over-protect them, as it would restrict their freedom to learn for themselves. However, staff must always be vigilant to maintain a healthy balance, therefore, risk assessments will be carried out to identify activities and situations where there is a probability of danger in order that prompt and appropriate action can be taken to keep everyone safe.

Objectives:

- To establish efficient and effective procedures for assessing risk and for keeping learners and staff safe from danger and free from harm.
- To identify and assess any probable sources of danger and to take reasonable action to overcome them promptly and effectively.
- To ensure that before visits, school residential, fieldwork, excursions, and any other off-site activities, that a risk assessment is carried out.
- To ensure that parents are made fully aware of the nature of all activities planned for their children's participation during off-site visits.
- To ensure that appropriately trained members of staff are always present to lead and supervise on school visits, excursions, school residential holidays and all other activities.
- To ensure that only appropriately qualified teachers, instructors and coaches lead activities during off-site learning.
- To ensure that risk assessments are carried out in line with this policy.
- To ensure long-term volunteer helpers are DBS checked and short-term volunteers (e.g. secondary school work experience volunteers) engage only in regulated activities with children and are fully supervised at all times.

Strategies:

- At all times teachers and other staff are expected to be vigilant and proactive in carrying out assessments of risk for every activity they plan and undertake, both in and out of the school site.
- Risk assessments will be carried out by staff in advance of off-site activities and visits.
- Regular risk assessments will be carried out to check the school environment and equipment.
- Written records of risk assessments will be given to the Headteacher to be approved before all visits and activities that take place off the school site.
- Only those with appropriate qualifications will lead specialist activities.
- Risk assessment should be carried out by teachers where specialist tools and equipment are to be used, especially for craft design technology, science, physical education activities, games and sport activities.
- Appropriate levels of supervision of learners and appropriate adult-to-child ratios must be maintained by teachers and staff at all times (at least 1:8). Where activities carry higher levels of risk the adult-to-child ratio must be adjusted accordingly.
- In a sensible and balanced manner, learners should be made aware of the risks they might encounter and they should be taught and encouraged to identify risks so that they know how to keep themselves safe.
- Teachers will at all times act in "loco parentis" as a good and caring parent would, and ensure that common sense and sound professional judgments are applied in assessing risk in all situations.
- Parents must be fully informed in advance, in writing, about the nature of off-site activities that their children are undertaking and must be asked to sign consent forms giving their permission for their children to participate. (Parental permission for children to make off-site visits to Stanborough Secondary School, Stanborough Park Church and the British Union Conference are signed at the beginning of the academic year).

Outcomes:

School staff will do everything they reasonably can, first to assess risk, and then to keep learners and staff free from danger at all times, whilst in our care.

Our intention is to encourage the healthy growth and development of learners by increasing their self-confidence and helping them build an awareness of the risks they face as they engage with the world around them.