



# Risk Assessment Policy

**Phase of school this policy relates to (*please highlight*)**

<b>Early Years</b>	<b>Primary</b>	<b>Secondary</b>	<b>Whole School</b>
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<b>Date created:</b>	<b>MARCH 2019</b>
<b>Date reviewed:</b>	<b>Autumn 1 2024/25</b>
<b>Next review date:</b>	<b>Autumn 1 2026/27</b>
<b>Policy lead staff member:</b>	<b>Leanna Barrett</b>
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## Risk Assessment Policy Contents:

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## Introduction / Frame of Reference:

Liberty Woodland School believes that the health and safety of children is of paramount importance. We make our school a safe and healthy place for children,

parents, staff and volunteers by assessing and minimising the hazards and risks to enable the children to thrive in a healthy and safe environment.

Risk assessment means taking note of aspects of your workplace and activities that could cause harm, either to yourself or to others, and deciding what needs to be done to prevent that harm, making sure this is adhered to and is updated when necessary.

The law does not require that all risk be eliminated – but that ‘reasonable precaution’ is taken. This is particularly important when balancing the need for children to be able to take appropriate risks through physically challenging play. Children need the opportunity to work out what is not safe and what they should do when faced with a risk.

Liberty Woodland School uses risk assessment processes to ensure the health and safety of our children and staff. We follow the Health and Safety Executive’s (HSE) 5 steps process to risk assessment:

1. Identify the hazards
2. Decide who might be harmed and how
3. Evaluate the risks and decide on precautions
4. Record your significant findings
5. Review your assessment and update if necessary

A hazard is anything that may cause harm, such as chemicals, electricity, working from ladders, an open drawer etc.

The risk is the chance, high or low, that somebody could be harmed by these and other hazards, together with an indication of how serious the harm could be.

Risk assessments not only need to include the physical risks posed to our children and staff, but also risks that relate to welfare, mental wellbeing, visitors to the site and pupil-on-pupil abuse. These risks are managed using our safeguarding and child protection policies.

### **Liberty Woodland School Risk Assessment Policy:**

#### **Liberty Woodland School risk assessment**

Our risk assessment process covers hazards that may be present for all members of staff, visitors and our Liberty Woodland School children. It includes:

- Checking for and noting hazards and risks in our site and in areas which we visit;
- Assessing the level of risk and who might be affected;
- Deciding which areas need attention; and taking action when required.
- Our written risk assessments relating to everyday, regular use of the school site and resources are reviewed at the start of each academic year
- Daily site risk assessments are carried out by the site manager and class teachers and any new risks highlighted to a member of SLT for action.
- These risk assessments will also be reviewed following an incident.
- Visual risk assessments are constantly carried out by educators so risks are assessed on an on-going basis.
- Health and safety issues are checked daily by members of staff carrying out the checklists and reported to SLT where needed.
- Risk assessments for trips are assigned to a lead member of staff for a given trip and are to be completed prior to the trip, as detailed in the trips policy. All adults attending the school trip are required to read the risk assessment prior to the trip

Liberty Woodland School premises have had a comprehensive Ecological Survey report carried out by FOA Ecological consultants in 2021. The report did not identify any actual or potential threats from fauna and flora on the site.

The site is located next to a main road that is subject to frequent traffic. Children are not permitted to leave the school premises unaccompanied and therefore will not be allowed on this road.

**All risk assessments compiled are completed and stored on the staff shared Google Drive and can be seen upon request.**

#### **Legal framework**

Health and Safety at Work Act 1974

Health and Safety at Work Act 1996  
Management of Health and Safety at Work Regulations, 1999

### **Further Guidance**

- [Managing risks and risk assessment at work \(HSE 2006\)](#)
- [Health and Safety: Responsibilities and Duties for schools](#) (April 2022)
- [Risk Management in Early Years Settings \(2023\)](#)

### **APPENDIX 1: Liberty Woodland School Risk Assessment** [APPENDIX LINKED HERE](#)

### **APPENDIX 2: Example of Daily Risk Assessment** [APPENDIX LINKED HERE](#)