

# The Cornwall Independent School

## RISK ASSESSMENT POLICY

*This policy, which applies to the whole school, including the Early Years Foundation Stage (EYFS), is publicly available on the school website and upon request a copy (which can be made available in large print or other accessible format if required) may be obtained from the School Office.*

**Scope:** All who work, volunteer or supply services to our school have an equal responsibility to understand and implement this policy and its procedures both within and outside of normal school hours, including activities away from school. All new employees and volunteers are required to state that they have read, understood and will abide by this policy and its procedural documents.

**Legal Status:** Complies with The Education (Independent School Standards) (England) Regulations currently in force.

**Monitoring and Review:** These arrangements are subject to continuous monitoring, refinement, and audit by the Headteacher. The Advisory Board will undertake a full annual review of this document, inclusive of its implementation and the efficiency with which the related duties have been implemented. This review will be formally documented in writing. Any deficiencies or weaknesses recognised in arrangements or procedures will be remedied immediately and without delay. All staff will be informed of the updated/reviewed arrangements, and it will be made available to them in writing or electronically.

Reviewed: September 2025  
Next Review: September 2026

Signed:



Miss Louise Adams  
Headteacher



Mr Stephen Beck  
Chair of the Advisory Board

Mr Bill Brown  
Education and Compliance Adviser

*Associated Policies: Health & Safety, Fire Risk Assessment, Staff Code of Conduct, First Aid Policy, Medical Conditions Policy, Educational Visits Policy, Safeguarding (Child Protection) Policy, PCSHE Policy*

## Principles

This policy is drawn up in accordance with regulatory requirements, that the proprietor should make arrangements to safeguard and promote the welfare of pupils; it places responsibility on those with leadership and management responsibilities to actively promote the well-being of all pupils.

## Responsibilities

- Ensure that the pupils' health, safety and well-being are safeguarded
- Make all staff aware of the key policies which promote a safer environment
- Provide training in the provision of a safe environment including updating staff on legislation
- To involve all relevant outside agencies in maintaining the well-being of pupils
- Ensure that all staff are aware of the procedures to follow where risk is identified
- To monitor risk by ongoing assessments within the school and wherever pupils are present outside the school environment

Overall responsibility for assessing and reducing risk rests with the Headteacher, who is also the HSM, The DSL who is the pastoral lead and the Educational Visits Co-ordinator (Deputy Headteacher). The whole staff is responsible for implementing this policy through school procedures.

## Pupil Welfare

As a small school The Cornwall Independent School is in the privileged position of caring for a relatively small number of pupils, which means that staff in all Key Stages are able to monitor the welfare of individual pupils. This includes:

- ensuring the physical and mental health of pupils is promoted
- presenting pupils with the knowledge to achieve economic well-being
- providing opportunities for pupils to achieve their full potential through curricular and extra-curricular activities
- rejecting corporal punishment or the threat of it
- protecting pupils from all forms of radicalisation and promoting British Values throughout the curriculum
- reducing risk in the environment wherever pupils may be
- offering support whenever pupils' health or well-being is threatened including the referral to, and involvement of appropriate agencies such as CloSSCB, Channel or CAMH's.
- providing medical and pastoral support whenever and wherever needed.

## SEND

The school is aware that pupils who have Special Needs, disabilities, medical conditions or are carers will need specific adjustment made to the school environment to ensure their physical and mental well-being. Arrangements to ensure that these pupils have an appropriately adjusted environment will be made with reference to parents, carers, health care professionals and may involve an Education and Health Care Plan (EHCP).

## Implementation

All staff are required to assess and minimise risk in relation to particular venues, activities and groups of pupils, but the implementation of specific policies through the assessment and limitation of risk is the particular responsibility of:

Safeguarding (Child Protection)	Designated Safeguarding Lead (DSL) and the Deputy DSL (DDSL)
Behaviour and Sanctions	Headteacher/Deputy Head
Anti Bullying	Headteacher/Deputy Head
Health and Safety	Health and Safety Manager
First Aid Policy	Deputy Headteacher
Medical Conditions Policy	Deputy Headteacher
SEND and Cared for Children	SENCo
Educational Visits	Deputy Headteacher Educational Visits Co-ordinator (EVC)

### **Areas of Risk and the Reduction of Risk**

Safeguarding risks are assessed and managed according to statutory guidance and with references to Keeping Children Safe in Education (updated September 2022) and Working Together to Safeguard Children. The school's Safeguarding (Child Protection) Policy details how risk is reduced, clearly defining harm and the processes to be followed where a pupil is at risk of harm.

Radicalisation is assessed by reference to Departmental Advice on the Prevent Duty (DFE) and the threat is reduced by the implementation of internet safety strategies, discussion of controversial and sensitive issues and monitoring of the suitability of outside speakers as well as teaching pupils how to identify extreme views.

**Bullying** - the school has a robust Anti-bullying Policy, and pupils understand that the implementation of the policy is part of the responsibility of a caring community. Staff monitor the pupils on a daily basis and implement it through the procedures set out in the policy. Pupils are encouraged to have a positive attitude and their good behaviour and regard for others is recorded in The Golden Book.

### **Behaviour and Sanctions**

The school sets high standards of behaviour and consideration for others and The Behaviour and Discipline Policy sets out the sanctions that will be applied in the event of misbehaviour. Pupils who misbehave are involved in a discussion about appropriate sanctions. Records are kept in a Behaviour and Discipline Log on CPOM's in order to identify patterns and reduce the risk of bad behaviour becoming entrenched. A Record of Serious Sanctions and Exclusions is also kept. Good behaviour is promoted and rewarded through the special Award system, House Points and the use of The Golden Book.

### **Health and Safety**

The Health and Safety Act 1974 identifies the responsibilities of the proprietor to ensure the Health and Safety of employees at the school and of the pupils. The risks are reduced by procedures including annual PAT testing, fire risk assessment, checks on visitors etc.

### **First Aid and Medical Conditions**

The risk to pupils of physical harm is reduced by appropriately trained First Aid Staff being present where pupils are engaged in activities with, and outside the school. A Paediatric First Aider is required wherever and whenever EYFS pupils are present. The risk to pupils with medical conditions is reduced by communicating their needs and giving appropriate training to all staff (including non-teaching staff who must be aware of emergency procedures).

### **Reporting**

Assessing risk may, and sometimes should, involve outside agencies such as the police (Channel in the case of a risk of radicalisation), Ofsted, CAMHS, LADO etc. In the case of a risk of immediate harm to a pupil, a referral should be made to Children's Social Care immediately. Anyone can make a referral. The school's Whistle Blowing Policy should be invoked if the person reporting an incident feels that this is appropriate.

### **Individual Risk Assessments**

Risk assessments are displayed throughout the school site and are signed by the assessor and countersigned by the Headteacher. Educational Visits Risk Assessments are monitored by the EVC signed by the person responsible for the off-site activity and counter signed by the Headteacher.