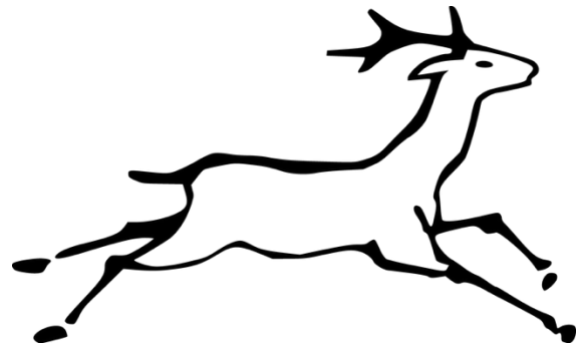


Risk Assessment Statement



Reviewed 1/9/26 Next review 1/9/27

Running Deer School and Intervention and Family Services recognise our moral and statutory responsibility to safeguard and promote the welfare of all children and young people. We endeavour to provide a safe and welcoming environment where children and young people are respected and valued. We are alert to the risks carrying out task at school may bring and follow our procedures to ensure that children and young people receive effective support and control measures to safely engage with activities. Risk Assessment forms part of Running Deer's Health and safety duties. Elements of the policy also work in conjunction with UNICEF rights relevant to all children:

The following rights are of equal importance to every child. Every child has the right to:

- Relax and play (Article 31)
- Freedom of expression (Article 13)
- Be safe from violence (Article 19)
- An education (Article 28)
- Protection of identity (Article 8)
- Sufficient standard of living (Article 27)
- Know their rights (Article 42)
- Health and health services (Article 24)

Risk Assessments will be carried out when an activity is planned, and it will be checked in advance by the Health and Safety officer. Staff must be mindful to check that there is not a preexisting risk assessment in place. Occasionally "Dynamic Risk Assessments" may be carried out but these must be recorded afterward to ensure the unforeseen event is covered in future.

Definitions

Generic Assessment – This can also be referred to as a “model” assessment. The Management of Health and Safety at Work Regulations 1999 allow the use of this sort of assessment where it is known that there are core hazards and risks associated with similar workplaces or activities. They save a lot of duplicated effort but must be used with caution.

- **Hazard** – Anything with the potential cause harm.
- **Risk** – The likelihood and severity of a hazard causing harm.
- **Risk Assessment** – An evaluation of risks arising from hazards conducted to establish the necessary preventive and protective measures to enable workplace and work activity health and safety risk to be reduced as far as is reasonably practicable.

Recording the Five Steps to Specific Risk Assessment

- Step 1 - Identify hazard(s)
- Step 2 - Identify person(s) at risk
- Step 3 - Assess the (existing) likelihood of risks of harm, injury, or loss
- Step 4 – Select and implement appropriate control measures
- Step 5 - Review the assessment.

All risk assessments must cover the five steps listed above. Significant hazards and conclusions must be noted, and the findings made known to those who might be affected. These records must be kept for fifty years. The five steps to risk assessment are explained in more detail later in this policy.

Risk assessments showing hazards that are directly related to the people supported by the school must always be developed in conjunction with Interaction plans and any other relevant supporting documentation such as IEP and EHCPs. Risk assessors must not work in isolation. Reasonable efforts must be made to include those affected by the assessment, this includes the person being supported and the staff that know them best. When the assessor is carrying out the assessment for a risk the results of the risk assessment should always be recorded on the standard form (Appendix 1).

Recording

Identifying Hazards

The first step in carrying out a risk assessment must always be to identify what could go so badly

wrong that it could lead to somebody being harmed. Harm may not necessarily be physical but

could be emotional or psychological harm. Factors to consider may include the potential for:

- Harm to the individual and/or others
- Suffering public sanction, e.g., through breaking the law
- Suffering particular distress or humiliation

The assessment should not normally be carried out without consulting with those who may be affected by the hazard.

Identifying People at Risk

It is fairly obvious that employees could be at risk from certain hazards, but it is also very important to consider other people who may be at risk, e.g., young people we support, visitors, contractors, passers-by, etc. Special consideration must be given to people who may be more

vulnerable, such as:

- People with SEND
- New and expectant mothers
- Young persons

Whatever means of recording is utilised it should be clear who may be at risk.

Assess and Record the Potential Harm

The risk should be classified taking into consideration existing, documented, control measures. In order to determine whether a low, medium or high risk exists it is necessary to be able to assess the likelihood of harm, injury or loss resulting from the hazard, and the severity of any harm, injury or loss (e.g., several people killed - serious injury - scratch). The resultant outcome of both the probability of occurrence vs the consequence of occurrence is to be shown in the "risk rating" column and should include a letter signifying a high, medium, or low risk.

Select and Implement Appropriate Control Measures

Risk assessment acts as a guide to show where measures need to be taken in order for the employer to fulfil their statutory duties. Control measures which can be used, in order of priority,

are:

- Eliminate / avoid risk at source
- Substitute by using a safer alternative
- Contain risk by enclosure
- Alter the hazard or task
- Educate people affected
- PPE / last resort

It is important that the additional control measures are recorded in such a way that is clear who must do what, how and when. The control measures may not only show what is done to prevent an unwanted event from occurring but also action to be taken if it does occur. This can be an important way of ensuring that a bad situation is not made worse. Some activities will need to be supervised by staff members who have appropriate qualifications from a recognised body, e.g., trampolining. Risk assessments do not manage risks unless they are followed. Implementation and monitoring that is led by managers is important. There should be a way of showing that the risk assessment is live e.g., dated when put into place or “actioned”.

Review the Assessment

Risk assessment is not a one-off exercise. It is important to review the assessments at regular periods, and at least annually. The frequency of review will depend upon the task or hazard to which the assessment relates. It may also be necessary to undertake reviews at other times, such as:

- If an individual for whom the assessment was carried out changes in a way that would affect the risk
- Following an accident
- If there is a complaint
- Following a change of system or plant or material of the particular activity
- Following new legislation
- After new information being made available by manufacturer or supplier
- Following the publication of new guidance.

Printed copies of risk assessments may be updated to show that they have been reviewed and that no changes were required. The next anticipated review date can

then be entered. If during review it is deemed that changes are required, then the existing printed copy must be archived, and a new version of the document printed with a new date. The risk register can be updated electronically (and a new printed copy placed in the RA file) to show the most recent review and the next anticipated review.

Management Actions

- Ensure that assessments have been completed for all significant hazards
- Confirm, by signature, that assessments are suitable and sufficient, that control measures will be put in place by the due date and that all those for whom the risk assessment has been written, are made aware of the risks and the control measures that are being employed.

Contact Us

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