



ST.MARY'S RC
PRIMARY SCHOOL

WE PRAY, PLAY & RESPECT ALL

RISK ASSESSMENT POLICY

1. Purpose

The school will manage health and safety risks in a sensible and proportionate way, focusing on significant and foreseeable risks while enabling pupils to take part in worthwhile, challenging and enjoyable learning.

This policy sets out the school's general approach to risk assessment for premises, curriculum and school-based activities. Educational visits and off-site activities are covered separately by the Educational Visits and Off-Site Activities Policy.

2. Principles

- Risk assessment is a practical process for identifying hazards, considering who may be harmed and how, and deciding whether existing controls are sufficient or further action is needed.
- Staff are expected to consider foreseeable risks when planning and delivering activities and to apply appropriate control measures.
- A separate written risk assessment is not required for every routine classroom or curriculum activity where risks are already adequately controlled through established school procedures, guidance, training or existing assessments.
- A specific written assessment should be completed where an activity presents significant or unusual risks, where existing controls are insufficient, or where individual circumstances require additional measures.
- Risk management should enable activities to take place safely rather than create unnecessary barriers to learning.

3. Generic and Existing Risk Assessments

The school may use generic risk assessments for families of routine or recurring activities, for example gardening and horticultural activities, food preparation, DT activities or outdoor learning. Staff using a generic assessment must consider whether the particular pupils, equipment, environment or circumstances introduce any additional significant hazards.

Where circumstances are materially different from those covered by an existing or generic assessment, additional controls should be put in place and, where appropriate, recorded in a specific assessment.

4. Responsibilities

- The Headteacher is responsible for ensuring that suitable arrangements for risk assessment are in place and implemented.
- School leaders will ensure staff have appropriate information, instruction, training and access to competent health and safety advice where needed.

- All staff are responsible for taking reasonable care, following school procedures, applying agreed control measures and reporting hazards, defects, incidents or concerns.
- Staff leading activities are responsible for considering relevant risks and ensuring appropriate controls are in place before and during the activity.

5. Written Risk Assessments

Where a written risk assessment is required, it should be suitable, sufficient and proportionate. Records should be simple and focused on significant findings, including:

- the significant hazards;
- who may be harmed and how;
- the controls already in place;
- any further action required, by whom and by when.

Complex numerical scoring systems are not required unless they form part of an employer or local authority procedure.

6. Individual Needs

Risk assessment will take account of individual needs where relevant, including disability, SEND, medical needs, communication needs or other circumstances. The school will avoid blanket restrictions and will consider reasonable adjustments and proportionate measures to enable participation wherever possible.

7. Review

Risk assessments are working documents. They will be reviewed where there is reason to believe they are no longer valid, following a significant change, incident or near miss, or at another appropriate interval according to the nature of the risk.

This policy will be reviewed every three years, or earlier where legislation, guidance or school arrangements change. The next scheduled review is September 2029.

Revised and adopted by the Governing Body

Date: September 2026

Review Date: September 2029