

be yourself.

Venue and Activity Risk Assessments & Control Measures

Provision: Be Yourself Alternative Provision

Venue: Christ Church Centre New Catton, Norwich

Lead Practitioner: Gemma Carey Clarke and George Clarke

Commissioning Body: Norfolk County Council

Venue and Activity Risk Assessments

Be Yourself Alternative Provision undertakes venue-specific and activity-specific risk assessments in line with Local Authority expectations. These assessments ensure that the physical environment and planned activities are suitable, safe, and appropriate for children and young people attending Alternative Provision.

Venue Risk Assessment (St Edmund's Church):

- The venue is inspected prior to delivery to identify hazards including slips, trips, access/egress, lighting, fire exits and emergency signage.
- Furniture and equipment are arranged to allow clear movement and safe participation.
- Fire exits, evacuation routes, and assembly points are identified and shared with participants as appropriate.
- The practitioner is familiar with the venue's fire procedures and emergency arrangements.
- Any concerns regarding the venue are reported immediately to the venue owner and commissioning school.

Activity Risk Assessment:

- Activities are risk assessed in advance and adapted according to the needs, age, SEND profile, and emotional presentation of participants.
- Physical, wellbeing, and therapeutic activities are designed to be low risk and inclusive.
- Higher-risk activities (e.g. physical movement, off-site work) are supported by separate activity-specific risk assessments.
- Dynamic risk assessment is used throughout sessions, with activities adjusted or stopped if risks increase.
- Individual pupil risk assessments inform planning and delivery.

Control Measures (Behaviour / Foreseeable Concerns)

Recognising that children accessing Alternative Provision may present with behavioural, emotional, or safeguarding-related risks, Be Yourself Alternative Provision implements clear and proportionate control measures to reduce foreseeable concerns.

- Clear expectations, boundaries, and routines are established and reinforced consistently.
- Sessions are delivered using trauma-informed, strengths-based approaches.

- Behaviour support strategies are agreed with referring schools, parents, and carers prior to engagement.
- Activities are adapted to reduce known triggers and escalation points.
- The practitioner always maintains appropriate supervision and positioning.
- De-escalation strategies are used in response to dysregulation or distress.
- Incidents, near misses, or concerns are recorded and shared appropriately with the commissioning school or Local Authority.
- Immediate safeguarding action is taken where there is risk of harm, including contact with the school DSL or Norfolk Children's Services.
- Where necessary, sessions may be paused or terminated to maintain safety.

Review and Oversight

Venue and activity risk assessments are reviewed regularly and updated following incidents, changes to venue, activity type, or individual pupil needs. Documentation is available to Norfolk County Council and commissioning schools for quality assurance purposes.

Declaration

Name: Gemma Carey Clarke

Signature: Gemma Carey Clarke

Date: 15/09/26

Review Date: 15/09/27