



Risk Assessment Policy

Tigers Education Ltd

Name of setting: Tigers Education Ltd

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Author/s of policy: Nicola Wharam

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Policy review dates and changes:

Review Date	By Whom	Summary of Changes Made	Date Implemented

Tigers Education Ltd is committed to providing a safe and healthy environment for all its pupils, staff, and visitors. This policy outlines the procedures and responsibilities for conducting risk assessments across the organisation to manage and minimise risks effectively.

Objectives

- To identify potential hazards and assess associated risks within Tigers Education Ltd.
- To implement measures to eliminate or control risks to an acceptable level.
- To promote a culture of safety and awareness throughout Tigers Education Ltd.
- To comply with all relevant health and safety regulations.

Scope

This policy applies to all staff, pupils, and activities within Tigers Education Ltd, including but not limited to:

- Individual Risk Assessments
- Environmental Risk Assessments
- Risk Assessments for Individual Activities

Roles and Responsibilities

The Health and Safety Officer will:

- Oversee the risk assessment process.
- Ensure all risk assessments are documented, reviewed, and updated regularly.
- Provide training and support to staff in conducting risk assessments.

Managers and Supervisors will:

- Conduct or delegate risk assessments for their respective areas and activities.
- Ensure risk control measures are implemented and effective.
- Report any unresolved hazards or risks to the Health and Safety Officer.

3. All Staff will:

- Be aware of and comply with risk assessment requirements.
- Report any hazards or concerns to their manager or the Health and Safety Officer.

Types of Risk Assessments

Individual Risk Assessments

Individual risk assessments are conducted for staff, pupils, or visitors who may have specific health, behavioural, or safety needs. This includes, but is not limited to, those with medical conditions, special educational needs, or behavioural challenges.

Procedure:

We will:

- Identify individuals who require risk assessments (e.g., based on medical history or behavioural profile).
- Assess risks associated with the individual's needs and identify control measures.
- Develop a Personal Risk Management Plan, including emergency procedures where required.
- Review and update the risk assessment regularly or when there are significant changes.

Key Considerations:

- Communication and involvement of relevant parties (e.g., parents, carers, medical professionals, the Mash Team, The Local Authority, The Virtual School).
- Training staff to manage specific risks (e.g., medical emergencies or behavioural incidents).

Environmental Risk Assessments

Environmental risk assessments will involve evaluating physical spaces where activities are conducted, such as classrooms, workshops, outdoor areas, and communal spaces.

Procedure:

The Health and Safety Officer will:

- Inspect the environment for hazards (e.g., electrical risks, tripping hazards, fire safety, or security issues).
- Assess the level of risk and determine control measures to eliminate or minimise hazards.
- Document the findings and communicate any necessary actions to relevant staff.
- Conduct routine inspections and review the risk assessment periodically or when changes occur (e.g., after maintenance work).
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Key Considerations will be:

- Accessibility and emergency exits.
- Adequate lighting, ventilation, and temperature control.
- Safe storage of hazardous materials and equipment.

Risk Assessments for Individual Activities

Risk assessments will be conducted for all activities, especially those that involve physical exertion, use of specialised equipment, off-site visits, and interactions with external partners.

Procedure:**The health and Safety Officer will:**

- Identify the activity and outline its components (e.g., tools used, location, number of participants).
- List potential hazards and assess the risks associated with each hazard.
- Determine control measures, such as supervision ratios, use of personal protective equipment (PPE), or pre-activity training.
- Document and review the risk assessment before each activity and make updates as needed.

Key Considerations:

- Weather conditions for outdoor activities.
- Safety briefing for participants.
- Emergency response plan, including first aid and communication procedures.

Monitoring and Review

- All risk assessments must be reviewed annually or following an incident, change in activity, or change in the physical environment.
- The Health and Safety Officer will conduct periodic audits to ensure compliance and effectiveness.
- Feedback from staff and pupils will be gathered to improve safety measures.

Training and Awareness

- All staff will receive initial and ongoing training on risk assessment procedures.
- Awareness campaigns and refresher courses will be conducted periodically.

Reporting

- Any incidents, near misses, or unsafe conditions must be reported immediately to the Health and Safety Officer.
- Risk assessments and related documentation will be stored securely and made available to relevant stakeholders as needed.

Health and Safety Officer: Liz Naylor

Contact number:

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This policy ensures that Tigers Education Ltd prioritises the safety and well-being of everyone involved.