



# Greenfields School Risk Assessments Policy 2025-2026

<b>Implemented</b> <b>June 2024</b>	<b>By Whom</b> <b>S.Hale</b>	<b>Last Review</b> <b>March 2026</b>	<b>By Whom</b> <b>R. Redman and C.Singh</b>	<b>Next Review</b> <b>March 2027</b>
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Document History (last 3 versions)			
Date of Issue	Version No.	Person(s) responsible for change	Nature of Change
10/09/24	1	Sarah Hale	Review and amendment
03/10/25	2	Creslyn Singh	Review and update
12/03/26	3	Creslyn Singh	Reviewed

*This policy aligns with the ALN Code (Wales) 2021, the Equality Act 2010, the UNCRC, the Independent School Standards (Wales) Regulations 2024*

### Mission Statement

Greenfields School prepares learners for adulthood by providing a safe, trauma-informed and aspirational environment where all learners can realise, pursue and achieve their full potential. Effective risk assessment is essential to safeguarding learner wellbeing, maintaining a safe learning environment and ensuring compliance with Welsh legislation and Estyn expectations.

### Purpose of This Policy

This policy outlines how Greenfields School identifies, assesses, records and manages risks across all aspects of school life. It ensures compliance with Welsh Government guidance, including the Wales Safeguarding Procedures (2019), Keeping Learners Safe (2022), the Health and Safety at Work Act (1974), the ALNET Act (2018), and the Independent School Standards Regulations (ISSR), Part 3.

### What is a Risk Assessment?

A risk assessment is a structured process used to identify hazards, evaluate potential harm and implement control measures. This applies to all learners, staff, visitors and contractors on or off the school site.

### Understanding the Language of Risk

- Hazard: a source or situation with the potential to cause harm.
- Risk: the likelihood and severity of harm from a hazard.
- Control measures: practical steps taken to reduce or manage risk.
- Risk assessment: a documented process combining hazard identification, risk evaluation and control implementation.

### Why Risk Assessments Are Required

Risk assessments are a statutory requirement under health and safety law in Wales. Estyn expects evidence that risks are identified, reviewed and managed effectively. Risk assessments demonstrate proactive safeguarding, compliance and a commitment to providing safe, meaningful learning experiences.

### Expectations for All Staff

- Complete risk assessments for all new classroom activities, teaching spaces and curriculum changes.
- Complete individual learner risk assessments for learners with ALN, SEMH or behavior-related vulnerabilities.
- Ensure all off-site visits follow the Welsh Government Educational Visits Code of Practice.
- Report hazards immediately and never knowingly place any learner or staff member at risk.
- Follow all health and safety procedures and complete mandatory training.
- Ensure all areas accessed by learners are safe and regularly monitored for hazards.

### Conducting a Risk Assessment

All Greenfields risk assessments use the approved school proforma and must follow the Welsh 5-stage model:

- Identify the hazard.
- Determine who may be harmed and how.
- Evaluate risk and decide on control measures.
- Record the findings using the school template.
- Review regularly and whenever circumstances change.

### Statutory Compliance and Specialist Assessments

- Fire Risk Assessment
- Legionella testing
- Electrical and PAT testing
- Asbestos survey and register
- Food safety checks
- COSHH and chemical safety assessments

### Subject, Activity and Learner-Specific Risk Assessments

Certain subjects require detailed ongoing risk assessments, including PE, Science, DT, Art, Food Technology and outdoor learning. Greenfields follows (Consortium of Local Education Authorities for the Provision of Science Services) [CLEAPSS](#) and (The Design and Technology Association) [DATA Wales guidance](#) for specialist subjects. Learner-specific risk assessments are completed for learners with complex needs and are reviewed through IDPs, PEPs and multi-agency reviews.

### Safeguarding and Child Protection

Safeguarding risk management is governed by the Safeguarding Policy, Wales Safeguarding Procedures (2019), and Keeping Learners Safe (2022). Risk assessments support safer recruitment, site safety, supervision levels and the protection of vulnerable learners.

### Leadership Responsibilities

- Headteacher – Creslyn Singh: Overall responsibility for Health & Safety, risk assessment oversight, reporting to proprietors and compliance with Welsh law.
- Deputy Headteacher – Rhys Redman: Supports monitoring, reviews, compliance checks and risk assessment training.
- Lead First Aider – Rhys Redman
- Designated Safeguarding Person (DSP) – Rhys Redman
- Deputy DSP – Creslyn Singh

### Responsibilities of All Staff

- Take reasonable care for their own safety and that of learners and visitors.
- Follow all risk assessment guidance and training.
- Report hazards immediately.
- Participate fully in mandatory training and refresher training.

### Monitoring and Review

This policy will be reviewed annually by the Headteacher and Proprietor, or sooner if legislative changes occur. Risk assessment practice is monitored termly and feeds into the School Development Plan (SDP) and Health & Safety reports.

This policy should be read in conjunction with the following school policies, strategies and documents:

- Behaviour policy
- Educational Visits policy
- First Aid policy
- Critical Incident Plan
- Health & Safety policy
- School Improvement Plan
- And other relevant policies

<b>Headteacher:</b>	Creslyn Singh	<b>Date:</b>	22 <sup>nd</sup> October 2025
<b>Proprietor:</b>	Rob McConomy	<b>Date:</b>	22 <sup>nd</sup> October 2025