



# Sunderland High School

The best in everyone

## **Risk**

This is a key policy of Sunderland High School. It applies to all members of the school community including those in our EYFS setting. The policy is available to all parents, prospective parents, school governors, members of the UCST Board and ISI Inspectors. This policy is available in printed form upon request or it can be accessed and downloaded via the school's website, [www.sunderlandhigh.co.uk](http://www.sunderlandhigh.co.uk). By contacting either Mrs E. Martin (school registrar, 0191 5677674) or Miss C. McArdle (Junior School Secretary, 0191 5143278) additional copies of the policy can be made available. In addition, larger print copies can also be produced upon request.

Sunderland High School seeks to implement this document through adherence to the procedures set out in the rest of this document.

Sunderland High School is fully committed to ensuring that the application of this policy is non-discriminatory in line with the UK Equality Act (2010). Further details are available in the school's Equal Opportunities Policy document.

This document is reviewed annually by AT / IMcD or as events or legislation change requires. The next scheduled review date is September 2011.

### **Policy Statement**

In order to provide a safe environment for all members of the school community, and in line with the Management of Health and Safety at Work Regulations Sunderland High School is committed to the appropriate risk assessment of its work and activities. All reasonably foreseeable risks are assessed as are other risks identified by specific health and safety regulations, in particular the risk of fire.

The school is also committed to having detailed written procedures to deal with foreseeable situations that could present serious and imminent danger such as fire, security breach, bomb threats, gas and water leaks, etc. as listed in our crisis management procedures.

All risk assessments are carried out with the intention of ensuring the reasonable safety of those involved and, where appropriate, emergency procedures are regularly practised.

Sunderland High School seeks to implement this policy through adherence to the procedures set out in the rest of this document.

This document should be read in conjunction with the following documents:

Behaviour  
Child Protection  
Discipline and Exclusions  
Equal Opportunities  
Fire Risk Assessment  
Fire Risk Policy  
Fire Safety Policy  
First Aid  
Premises Management  
Risk Assessment Samples  
Safety of Pupils outside School  
SENDA Plan

### **Procedures**

Heads of departments, line managers and supervisors are responsible for risk assessment and for the production of written risk assessments. Appropriate training in risk assessment is provided to relevant staff and Risk Assessment Plans for departmental areas and curricular activities are readily available.

At Sunderland High School the documents for Risk Assessment are:

- Fire Risk Assessment and Review
- Asbestos Assessment and Management Plan
- Legionella Risk Assessment
- First Aid
- Junior School Curriculum Areas (art, D&T, Science, nursery, general)
- Senior School Curriculum Areas (art, D&T, music, drama, science, HE
- PE – Whole School – 22 Risk Assessments incl. Sports Hall, Climbing Wall etc
- Admin, Finance and Marketing Staff
- Cleaners and caretakers.
- DSE
- Gas Safety
- Working at heights
- Lone working
- Noise Risk Assessment
- Vibration Control Risk Assessment
- Manual handling
- Slips, trips and falls

The forms are set out at the end of this document and are also available in the Health & Safety section of the whole school strategic folder on the school network. The forms are also available in a file at the Junior School main office.

Risk Assessments are routinely carried out for the following:

- fire
- site security
- site hazards (Junior School)
- site hazards (Senior School)
- lone working
- employees working at height
- asbestos
- storage of / use of / exposure to hazardous substances
- cleaners and caretakers including senior science areas
- departmental areas / regular activities

Where appropriate, risk assessments are carried out for the following:

- one off events in school
- trips or visits off site
- visitors coming into school without specific CRB clearance (Child Protection)
- new or expectant mothers
- those with known infections or significant health or temperament problems
- employees under the age of 18

Risk assessment is also taken into consideration when hiring or purchasing equipment.

Further details of the nature of such risk assessments can be found in the UCST Health and Safety Policy and any queries about risk assessment at the school should, in the first instance, be addressed to Alan Temple (whole school) and to Ian McDonough (Junior School)

At Sunderland High School, written risk assessments are held:

- In the whole school strategic area of the school network accessible by all staff
- By Mr A. Temple (whole school)
- By Mrs C. Bowmer (Science Dept)
- By Mr. P. Wayman (D&T)
- By Mrs J. Robson (HE)
- By D. Hair (Art)
- By Mrs J. Thompson (Drama)
- By Mr. I. McDonough (Junior School)
- By Miss C. McArdle (Junior School Secretary)

Revised January 2011