



RISK ASSESSMENT POLICY

Date of Last Review	November <u>2023</u>
Date of Next Review	November <u>2025</u>
Review period	2 Years

Tayyibah Girls School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Risk Assessment Policy

The Headteacher and Governors of Tayyibah Girls School are fully committed to promoting the safety and welfare of all in our community so that effective education can take place. Their highest priority lies in ensuring that all the operations within the school environment, both educational and support, are delivered in a safe manner that complies fully, not just with the law, but with best practice. Risks are inherent in everyday life. We need to identify them and to adopt systems for minimising them. Our pupils need to be educated into how to cope safely with risk.

It was said, "O Messenger of Allah, from what can we give in charity?" The Prophet said:

إِنَّ أَبْوَابَ الْخَيْرِ كَثِيرَةٌ التَّسْبِيحُ وَالتَّحْمِيدُ وَالتَّكْبِيرُ وَالتَّهْلِيلُ وَالأَمْرُ بِالْمَعْرُوفِ وَالنَّهْيُ عَنِ الْمُنْكَرِ وَتَمِيطُ الأَدْيِ عَنِ الطَّرِيقِ وَتُسْمِعُ الأَصَمَّ وَتَهْدِي الأَعْمَى

وَتُدِلُّ المُسْتَدِلَّ عَلَى حَاجَتِهِ وَتُسْعَى بِشِدَّةٍ سَاقِنِكَ مَعَ اللِّهْفَانِ المُسْتَعِيبِ وَتَحْمِلُ بِشِدَّةٍ ذِرَاعِيكَ مَعَ الضَّعِيفِ فَهَذَا كُلُّهُ صَدَقَةٌ مِنْكَ عَلَى نَفْسِكَ

The doors of virtue are many: to glorify Allah, to praise Allah, to exalt Allah, to declare Allah is one, to enjoin good, to forbid evil, to clear harmful things from the road, to help a deaf person hear, to guide a blind person, to direct a person to meet his needs, to lend great effort to one worried and seeking aid, and to carry a heavy load in your hands on behalf of the weak. All of this is your charity, due upon your soul. (Saheeh Ibn Hibbaan)

What is a risk assessment?

A risk assessment is a tool for conducting a formal examination of the harm or hazard to people (or organisation) that could result from a particular activity or situation.

A hazard is something with the potential to cause harm (eg Fire)

A risk is an evaluation of the probability (or likelihood) of the hazard occurring (eg a chip pan will catch fire if left unattended).

A risk assessment is the resulting assessment of the severity of the outcome (eg loss of life, destruction of property).

Risk control measures are the measures and procedures that are put in place in order to minimise the consequences of unfettered risk (eg staff training, clear work procedures, fire alarms, fire practices, gas and electrical shut down points and insurance)

Accidents and injuries can ruin lives, damage reputations and cost money. Apart from being a legal requirement, risk assessments therefore make good sense, focussing on prevention, rather than reacting when things go wrong. In many cases simple measures are very effective and not costly.

Risk assessments need reviewing and updating regularly. At Tayyibah Girls School we are very aware that all the staff and pupils need to receive training. A folder of risk assessments for educational visits is kept in the office and staff are able to refer to them and use for themselves. The school arranges staff training as necessary.

What areas require risk assessments?

There are numerous activities carried out in Tayyibah Girls School, each of which requires a separate risk assessment. The most important of these cover:

- Educational visits and trips
- Site and premises

But risk assessments are also needed for many other areas, including:

Educational:

- Science
- PE activities
- Art/DT
- Food technology
- ICT

Supervision of Pupils

The staff do not allow the pupils to be unsupervised in any area within the school.

Premises - Toilets and washing facilities are separated for adults from pupil toilets to provide an appropriate level of privacy.

Office Staff – risk assessments are made of display screen equipment and cables used by those staff primarily office based who spend the majority of their working day in front of the screen.

Conducting a Risk Assessment

Our policy at Tayyibah Girls School is not to carry out any high risk activity. Activities involving pupils are normally low risk. Pupils are always given a safety briefing before participating in these activities and are expected to wear protective equipment such as high visibility vests.

The executive Head teacher arranges for specialists to carry out the following risk assessments:

- Fire safety
- Asbestos
- Legionella
- Gas safety
- Electrical safety

Responsibilities of all Staff

All members of staff are given a thorough induction into the schools health and safety policies, and risk assessments are carried out annually on all rooms in the school. Trips are risk assessed and equipment maintained annually to manage risks. Staffs are responsible for taking reasonable care of their own safety together with that of pupils and visitors. They are responsible for co-operating with the Headteacher, caretaker and other members of the SLT in order to enable the Governors to comply with their health and safety duties. All members of staff are responsible for reporting any risks or defects to the Headteacher.