



## Risk Assessment Form – Managing Health and Safety

Ref. No:

Bentilee Nursery school	Completed by: Juliet levingstone	<i>JSL</i>
Activity and workplace: PREVENT- Bentilee Nursery school		Date: 10/9/20

What are the hazards? (i.e. what might cause harm)	Who is affected and how?	What are you already doing to control the hazards?	Risk		Further action required?	By whom	By when	Done
			No.	L/M/H				
<p>Handling concerns for safeguarding.</p> <p>If not in place, the organisation does not provide welfare and pastoral support which results in learners ( and staff) being unsupported and the risk of vulnerabilities being exploited.</p>	Children and staff	<ul style="list-style-type: none"> <li>- Staff receive safeguarding level 1 training 3 yearly- including governors</li> <li>-All staff have PREVENT training 2 yearly including governors</li> <li>There is a school PREVENT policy in place- that is reviewed annually</li> <li>-All staff are familiar with                             <ul style="list-style-type: none"> <li>• <i>Working Together to Safeguard Children (2023)</i> can be found on the Department for Education website at <a href="https://www.gov.uk/government/publications/working-together-to-safeguard-children--2023">https://www.gov.uk/government/publications/working-together-to-safeguard-children--2023</a></li> <li>• <i>Keeping Children Safe in Education 2023</i> can be found on the Department for Education website at <a href="https://www.gov.uk/government/publications/keeping-children-safe-in-education--2024">https://www.gov.uk/government/publications/keeping-children-safe-in-education--2024</a></li> </ul> </li> <li>- All children have a copy of the Safeguarding policy and are familiar with its content. It is reviewed annually and we discuss aspects at staff meetings each half term.</li> <li>- Safeguarding is always on the staff meeting agenda weekly</li> <li>- Staff are aware of the school safeguarding Lead - the headteacher and Deputy- Nicola Hill</li> <li>- All staff are aware of NOTICE, CHECK, SHARE and know to make referrals to <a href="mailto:prevent@staffordshire.pnn.police.uk">prevent@staffordshire.pnn.police.uk</a> or tel 01785 232054</li> <li>- Police would be called straight away if concerns were more severe and people were at immediate risk</li> </ul>	3	1				

**Injury Severity**

1. Minor injury (first aid only)
2. Serious injury (medical attention, time off work)
3. Major injury (broken bones etc)
4. Death

**X Likelihood**

1. Rare
2. Unlikely
3. Likely
4. Very likely

**=**

**Risk rating**

- 1-3. Low : no further action needed – keep under review  
 4-8. Medium: implement reasonable measures as per action plan  
 9-16. High: work cannot start until risk has been reduced

Review annually, or after an incident, or if there are changes to the task, environment, equipment or the people affected.							
Review 1	Review 2	Review 3	Next due Review 4	Review 5	Sept 24	Sept 25	
Date & Initial	Date & Initial	Date & Initial	Date & Initial	Date & Initial	JSL	JSL	
Sept 21- <i>JSL</i>	Sept 22- <i>JSL</i>	Sept 23 JSL	JSL				



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Radicalisation-  Children being drawn into terrorism and/or extremist views which could bring themselves or others to harm.	Children and staff and visitors- especially people who find it difficult to make friends <ul style="list-style-type: none"> <li>• May have an SEN that means it is difficult to interact with other people</li> <li>• May be vulnerable due to family circumstances</li> </ul>	<ul style="list-style-type: none"> <li>- Children are encouraged to share their views and opinions with their peers</li> <li>- All children are given the opportunity to express themselves in a safe and inclusive environment</li> <li>- Expected behaviours are shared and reinforced by staff e.g. sharing, being kind, being helpful, looking after our nursery</li> <li>- We promote British Values through sharing food and drink, the law, respect and tolerance, community, table manners, the world, music and art and special days/ festivals. This is all an integral part of all aspects of the curriculum. Personal Spiritual Moral Cultural education is integrated into the curriculum to promote British Values and the importance of respect, acceptance and understanding diversity. The school has a range of initiatives and activities that promote the spiritual, moral, social and emotional needs of children through both the explicit curriculum and through circle times, celebration days, displays, newsletters</li> <li>- Curriculum teaches children strategies on keeping themselves safe (inc. PSHE).</li> </ul>	3	1				

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Date & Initial	Date & Initial	Date & Initial	Date & Initial	Date & Initial
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## Risk Assessment Form – Managing Health and Safety

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Completed by: <b>JLevingstone</b>	Date: <b>10/9/20</b>
<b>Activity and workplace:</b> PREVENT- Bentilee Nursery school	

Completed by: Juliet Levingstone								
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Extremism in the wider family-  Welfare and pastoral support:  Monitoring arrangements	children	<ul style="list-style-type: none"> <li>-All schools would be alerted about extremist views in a family or community</li> <li>- We invite parents in to share festivals and promote coffee sessions and stay and play days</li> <li>- We hold termly celebration workshops where we work closely with our families- parents and children doing activities together- which range a variety of festivals and cultural activities</li> <li>- Ensure that within the context of school equalities objectives there is support for anyone who might be identified by Prevent (ie: pro-active approach to avoiding stigma)</li> <li>-As appropriate, make use of local intelligence information to identify and manage any possible risks, if relevant.</li> <li>-All staff and governors are aware of the factors that make an individual vulnerable and have a good awareness of stereotypes</li> <li>• The school has a robust pastoral system underpinned by the SEND and behaviour policies, supported by the headteacher, the SENCO and family support officer / deputy safeguarding officer to support children and families in an open, honest and supportive culture.</li> <li>• There is a clear system of pastoral care and referral to ensure no issues of vulnerability are missed</li> <li>• School works effectively with families and other agencies in order to improve outcomes for children</li> </ul>	3	1				

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<p>Extremist views by school staff and visitors-</p> <p>if leaders do not understand the requirements of the PREVENT duty or risks faced by the organization the result is that PRVENT action plans or lack of, and therefore action to mitigate risks and meet the requirements of the Duty are not effective</p>	<p>Children and staff and visitors</p>	<ul style="list-style-type: none"> <li>-We adhere to safer recruitment policies and DBS single point of entry</li> <li>- We plan together</li> <li>- Staff code of conduct policy signed annually</li> <li>- Whistleblowing policy</li> <li>- All staff are aware of LADO contact information</li> <li>- School promotes shared vision of what we want for our children</li> <li>- staff are being put on child protection level 2 qualification courses</li> <li>- Visitors to the school who talk to children have in place DBS. Staff also sit in with the children to hear content</li> <li>-Extreme views are reported and dealt within a professional manner- (parent, visitor or staff)</li> <li>-School values are shared on the school website and school brochure. These are also shared by staff during home visits.</li> <li>- School adhere to government school policies that are statutory and use guidelines for support e.g. prevent duty</li> </ul> <div style="background-color: yellow; height: 20px; width: 100%; margin-top: 10px;"></div>	3	1				

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## Risk Assessment Form – Managing Health and Safety

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	Completed by: <b>Juliet Levingstone</b>
Activity and workplace: <b>PREVENT- Bentilee Nursery school</b>	Date: <b>10/9/20</b>

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			No.	L/M/H				
School culture- Adults against school values. The result is that the organization is not fully appraised of national and local risks and does not have access to developing good practice or supportive peer networks	children	<ul style="list-style-type: none"> <li>-Appropriate child protection training annually in place</li> <li>-School safeguarding Leads attend safeguarding workshops to keep up to date with changes</li> <li>- Safer recruitment, several staff and governors are trained</li> <li>- Induction</li> <li>- Appropriate checks e.g. DBS</li> <li>- Staff to agree to school policies and procedures</li> <li>- Staff meeting discussions</li> <li>- Appropriate inclusive and diverse curriculum</li> <li>- Code of conduct</li> <li>- Whistleblowing policy</li> <li>-ALL STAFF PREVENT awareness training at least once every 2 yrs</li> <li>- The headteacher provides appropriate guidance and challenge to parents, staff and pupils who express racist, extremist, homophobic or other views and options contrary to the inclusive values promoted by the school. These are instilled in the curriculum and the ethos of the school.</li> <li>-All staff and volunteers are subject to rigorous ongoing safeguarding checks in line with safer recruitment procedures</li> <li>- The Senior Leadership Team is proactive in supporting staff and children pastorally</li> </ul>	3	1				

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<p>Curriculum- Limited and narrow curriculum that is not inclusive of all people</p> <p>On line safety- staff are able to access unlawful radicalizing materials which promotes proscribed terrorist groups.</p>	<p>Children , staff , parents and visitors</p>	<p>We ensure British Values are integrated into the curriculum and develop tolerance of others</p> <ul style="list-style-type: none"> <li>- Mutual respect and tolerance of each other is expected</li> <li>- Children learn about and respect other cultures and beliefs</li> </ul> <p>The online safety policy to be updated to contain specific references to the Prevent Duty (in 2016-17)</p> <ul style="list-style-type: none"> <li>• The school has a robust firewall and filtering program that is monitored</li> <li>• Parents are regularly invited to coffee sessions / workshops linked to online safety.</li> <li>• School communicates clearly to parents and pupils about potential risks posed by online activity, including the use of Apps such as „Whats App“.</li> </ul>	3	1				

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- |  |
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**X Likelihood**

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<p>Terrorist actions</p> <p>Site security- could result in insufficient security in place, and we are targeted by individuals or groups seeking to share extremist views or endanger their personal safety.</p> <p>On site dangerous or hazardous substances are not secure and are allowed into the possession of individuals or groups seeking to use them unlawfully</p>	<p>Children and parents, staff/ other adults in school</p>	<p>Parents fill in holiday request forms, we ask further questions if it is an extended holiday request - A record is kept in a file and monitored when child comes back from an extended holiday. -A visit that would concern staff would be reported straightaway</p> <p>There are effective arrangements in place to manage access to the site by visitors and other adults</p> <ul style="list-style-type: none"> <li>• Visitors to show ID and only be allowed access when this has been checked and they are known to the school.</li> <li>• Dangerous substances involved with cleaning are kept on site in locked cupboards (accessible only to premises janitor and Children’s Centre manager and senior staff).</li> <li>• All off-site activities are risk assessed thoroughly</li> </ul>	3	1				

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**X Likelihood**

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|----------------|
| 1. Rare        |
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Completed by: J Levingstone

**Activity and workplace:** Date:

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ICT- Staff Extremist or terrorist material whilst using school networks	staff	<ul style="list-style-type: none"> <li>-All staff follow e-safety policy</li> <li>-e-safety co-ordinator to attend annual training</li> <li>- School has filters in place- Inappropriate content is blocked;</li>   <li>- Only certain laptops and desktops have permission for you tube access</li> <li>- All staff adhere to e-safety Policy, which is updated and signed as read by staff annually</li> </ul>	3	1					

Completed by: Juliet Levingstone

<b>Injury Severity</b>	1. Minor injury (first aid only) 2. Serious injury (medical attention, time off work) 3. Major injury (broken bones etc) 4. Death	X	<b>Likelihood</b>	=	<b>Risk rating</b>	1-3. Low : no further action needed – keep under review 4-8. Medium: implement reasonable measures as per action plan 9-16. High: work cannot start until risk has been reduced
	1. Rare 2. Unlikely 3. Likely 4. Very likely					

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## Risk Assessment Form – Managing Health and Safety

Ref. No:

**Activity and workplace:** Date: 20/9/20

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Critical Incidents	Children, staff, families	The school has a critical incident management procedure including "Lockdown Procedure" - practiced and evidenced termly <ul style="list-style-type: none"> <li>The headteacher will lead in the case of an incident. In the headteacher's absence, the most senior member of staff will lead</li> </ul>	3	1				

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what might cause harm)	and how?	control the hazards?	No.	L/M/H		whom	when	

	Completed by:	
Activity and workplace:		Date:

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			No.	L/M/H				

**Injury Severity**

- |  |
|--|
| <ol style="list-style-type: none"> <li>1. Minor injury (first aid only)</li> <li>2. Serious injury (medical attention, time off work)</li> <li>3. Major injury (broken bones etc)</li> <li>4. Death</li> </ol> |
|--|

**X Likelihood**

- |   |
|---|
| <ol style="list-style-type: none"> <li>1. Rare</li> <li>2. Unlikely</li> <li>3. Likely</li> <li>4. Very likely</li> </ol> |
|---|

**=**

**Risk rating**

- |   |
|---|
| <ol style="list-style-type: none"> <li>1-3. Low : no further action needed – keep under review</li> <li>4-8. Medium: implement reasonable measures as per action plan</li> <li>9-16. High: work cannot start until risk has been reduced</li> </ol> |
|---|

<b>Review annually, or after an incident, or if there are changes to the task, environment, equipment or the people affected.</b>				
Review 1	Review 2	Review 3	Next due Review 4	Review 5
Date & Initial    Sept 21- <i>JSL</i>	Date & Initial    Sept 22- <i>JSL</i>	Date & Initial    Sept 23 JSL	Date & Initial    JSL	Date & Initial    Sept 25