West Kirby Grammar School

Risk Policy 2025/2026

Administration Use:	
Statutory/Non-Statutory:	Non-Statutory
Website:	Yes
Review:	Annually
Date Reviewed by Committee:	Autumn 2025
Next Review Date:	Autumn 2026

Aims

West Kirby Grammar School views risk management as an integral part of good corporate governance. It is essential in order to continue to meet high educational standards, demonstrate best value and protect the assets of the school. Risk management is not about totally eliminating risk but about identifying and understanding risk and therefore managing it more effectively.

Policy

The school's risk management objectives are to:

- Embed risk management into the culture of the school
- Comply with statutory obligations;
- Preserve and enhance the delivery of education within the school;
- Safeguard pupils, employees and all other persons to whom the school has a duty of care;
- Protect its property including buildings, equipment, vehicles and all other assets and resources;
- Maintain effective control of public funds;
- Protect the reputation of the school;
- Support the quality of the environment.

Implementation

Governors and the school's Senior Leadership Team are accountable for implementing this policy and will do so by:

- Establishing clear roles, responsibilities and reporting lines within the school for risk management;
- Providing a framework for recording and reviewing potential risks and associated actions;
- Reinforcing the importance of effective risk management by offering training, good practice and other support.

Roles & Responsibilities

- The Full Governing Body and the Headteacher have joint responsibility for the school's risk management direction.
- The school's Senior Leadership Team (SLT) will be responsible for maintaining the school's Risk Register (Appendix A). It will be updated following SLT meetings and made available to Governors to inform their decision making.
- The school's Governing Body will review the school's risk management arrangements annually.
- Individual Committees will review their relevant risk sections from the register at each meeting
- It is the responsibility of all Governors and staff to consider risks and opportunities as part of their decision making and day to day activities for the school. This will include highlighting risks and opportunities as well as implementing agreed actions.

Monitoring & Evaluation

The SLT will review the School Risk Register on an termly basis. Any updates will be shared with the Full Governing Body to ensure it reflects the current position for the school.

West Kirby Grammar School

PHILOSOPHY

For the purpose of this strategy, **risk is defined as something that might have a detrimental impact on the achievement of the school's objectives. Risk Management is defined as encouraging innovation through a managed process, ensuring that tangible and intangible assets are safeguarded.**

1. Examples of the types of risks which the school face include:-

    - Failure to comply with statutory obligations and regulations such as those covering the environment, health & safety, employment practice and human rights.
    - Anything that poses a threat to the achievement of educational objectives, including failure to take opportunities to improve educational standards within the school.
    - Failing to fulfil its duty of care to those that the school comes into contact with.
    - Loss or deterioration of assets above and beyond normal wear and tear.
    - Anything that could damage the school's reputation and undermine public confidence.
    - Not protecting the environment from the actions of the school itself or from others operating within the boundaries of the school.

2. Risk needs to be managed rather than avoided and consideration of risk should not stifle innovative decision-making.

3. In addition to identifying and defining risks associated with the activities of the school, risk management is seen as a tool for identifying and assessing opportunities. The school recognises that it works in an increasingly litigious and risk-averse society.

4. A consistent approach to risk analysis will be an integral part of school planning and project management, and will be developed with the minimum of bureaucracy.

5. The school is committed to establishing a systematic and consistent approach to risk identification, analysis and control which:

    - Embeds risk management as part of school decision making, strategic planning and project management.

- Enables the school to deliver its priorities and services effectively.
- Contributes towards the achievement of sustainable improvement.
- Contributes to the school discharging its duty of care to pupils and its employees.
- Reduces the number and cost of insurance and contractual claims arising.
- Minimises damage to the school's reputation.