



St George's College

Founded 1898

**RISK ASSESSMENT
POLICY & PROCEDURES**

Reviewed and approved XXXX

Next review XXXX

ST GEORGE'S VISION MISSION AND VALUES

VISION STATEMENT

St George's College is a private, non-profit, bilingual, co-educational, learning institution with a long tradition in providing a well-rounded and demanding education. It delivers an international curriculum of high standards, which seeks to develop strong ethical values and character integrity, in order to allow its students to become useful and successful citizens.

MISSION STATEMENT

Our mission is to provide students, between the ages of 3 and 18, with a bilingual education that integrates the Argentine and international curricula. We strive for the continual improvement in the quality of the teaching and learning, management and school resources in order that the students may develop their potential to the full. Our environment nurtures individual development, independent thinking, sportsmanship and an extensive and close interaction with the community.

STATEMENT OF VALUES

Since its foundation in 1898, St George's College has been based on values adopted by its Christian founders, drawn from the best ones stemming from British tradition. These values are centred upon the following:

- Uphold honesty, integrity and truth.
- Demonstrate fortitude in terms of energy, initiative, courage and responsibility.
- Exercise good manners and respect towards people, rules, institutions, and the environment.
- Commitment and loyalty to the College, its people and society at large.
- Actively develop the concept of duty, caring and leadership through example.
- Apply perseverance and fair play in behaviour, work and play.

The College strives to uphold these values through its Governors, Staff, Parents and Students, adding to the best traditions established by its Founders.

The Principles of Risk Assessment

- To identify and evaluate risk
- To develop appropriate control measures to reduce the risk as much as is necessary and practical
- To develop procedures in the event of the risk materialising
- To develop clear procedures for the communication of necessary information regarding risk

The Five steps to Risk Assessment

1. What are the risks?
2. Who can be harmed?
3. What are our controls?
4. What are our plans of action?
5. Communication and review

RISK ASSESSMENT

The purpose of this Risk Assessment is to ensure that all adults accompanying or supervising pupils in or off-campus activities are aware of both the risks involved in and the steps that have been taken to reduce their likelihood and impact. Identification of a risk should be seen as a positive step, allowing measures to be taken to maintain the highest possible levels of group safety. As such, it should be completed as thoroughly as possible.

Name:			
Location:		Date of Activity:	
Types of Activities to be undertaken:			
Group size:	Pupils		Age Range:
	Staff		

Factors in Assessing Risk

The Environment & Transport	People: Students, Staff, accompanying adults & the general public	Equipment
<ul style="list-style-type: none"> · Climate and terrain · Nature of water · Health care available · Communications · Transport · Access points · Contact with animals · Unsupervised work · Accessibility 	<ul style="list-style-type: none"> · Medical conditions · Physical capability · Training and experience · Behaviour · Nature of the physical challenge · The provider 	<ul style="list-style-type: none"> · Equipment used · First Aid Kits · Footwear · Torches · Kit Lists · Protection against the elements · What will the provider supply

Factors in Assessing Likelihood of Risk

LIKELIHOOD	1	2	3
	Extremely Rare	Uncommon	Quite common
OUTCOME	1	2	3
	Minor - easily dealt with by group	Moderate - could affect group itinerary	Serious - involves external agency

The environment and transport

Risks	Control Measures	Emergency Action Plan	Likelihood	Outcome
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People: Students, staff, accompanying adults & general public

Risks	Control Measures	Emergency Action Plan	Likelihood	Outcome

Equipment

Risks	Control Measures	Emergency Action Plan	Likelihood	Outcome

SIGNED:		DATE:	26/02/2014
DISCUSSED WITH:	-		
APPROVED BY:			

Post Risk Review

Were all risks covered in the risk assessment?

Please list any additional risks that were encountered or any that proved to be more significant than anticipated:

Risks	Control Measures	Emergency Action Plan	L	O

EMERGENCY CONTACT LIST

Activity organiser (s)		
Other supervising adults		
School Emergency Contact (A) School Emergency Contact (B) Home Office number:		
School Contacts		
	Name	Contact details
School Insurance		
Local services		
Police		
Ambulance		

POLICY REVIEW

This policy is to be reviewed by SLT and presented to the Board of Governors for final consideration and approval.

Approved by the Board of Governors, signed:

Dr Francisco Follett, Chairman

James Belmonte Diver, Headmaster

Date:

