

## Risk Assessment Policy for Pupil Welfare

### Executive Summary and Policy Statement:

Eastbourne College is required to implement a written risk assessment on pupil welfare. The policy refers to the Education (Independent School Standards) Regulations 2014 (SI 2014/3283) (the ISSRs) and in particular the Part 3 obligations of the "proprietor to make arrangements to safeguard and promote the welfare of pupils at the School by the implementation of a written risk assessment policy" and the Part 8 obligations of those with leadership and management responsibilities to "actively promote the wellbeing of pupils."

### Responsibilities

The Governors have overall responsibility for safeguarding and promoting pupil welfare and wellbeing at the School.

At an operational level, the headmaster will:

- ensure that all staff are aware of, and adhere to, the School's policies and procedures on pupil health and safety, safeguarding and child protection, discipline and overall welfare;
- ensure that key staff have clearly established roles and responsibilities;
- ensure that staff are appropriately trained to deal with pupil welfare issues;
- ensure that where concerns about a pupil's welfare are identified, the risks are appropriately managed;
- ensure that staff, pupils, parents and others are consulted, where appropriate, to find practical solutions to welfare issues;
- ensure that standards of pupil welfare at the School are regularly monitored both at an individual level and globally to identify trends and issues of concern and to improve systems to manage these.

Those named in the table below are responsible for carrying out risk assessments and / or policy review and development in relation to the specific matters of pupil health, safety and welfare covered in the named policies.

### Pupil Welfare

Eastbourne College recognises its responsibility to safeguard and promote the welfare of pupils in its care. This responsibility encompasses the following principles:

- To support pupils' physical and mental health and emotional wellbeing (as well as their social and economic wellbeing);
- To protect pupils from harm and neglect;
- To recognise that corporal punishment can never be justified;
- To provide pupils with appropriate education, training and recreation;
- To encourage pupils to contribute to society;
- To ensure that pupils are provided with a safe and healthy environment (and to improve the physical environment of the School in order to improve its provision for disabled pupils);
- To manage welfare concerns effectively

The School addresses its commitment to these principles through:

### Prevention

Ensuring that all reasonable measures are taken to minimise the risks of harm to pupils and their welfare by:

- (a) Ensuring through training that all staff are aware of and committed to this policy (and related policies thereof) and the values set out;
- (b) Establishing a positive, supportive and secure environment in which pupils can learn and develop;
- (c) Including in the curriculum, activities and opportunities for PSHE which equip pupils with skills to enable them to protect their own welfare and that of others;
- (d) Providing medical and pastoral support that is accessible and available to all pupils.
- (e) Ensuring that all activities in which pupils are involved, whether at College or outside, are appropriately managed and risk assessed (see also Health and Safety Policy).

### Protection

Ensuring all appropriate actions are taken to address concerns about the welfare of a pupil, whether of a safeguarding nature or otherwise. This includes:

- (a) Sharing information about concerns with agencies who need to know and involving pupils and their parents appropriately;
- (b) Monitoring pupils known or thought to be at risk of harm and formulating and / or contributing to support packages for those pupils.

The School recognises that pupil welfare and wellbeing can be adversely affected by many matters whether in or away from school, including abuse, bullying, behavioural and health issues. Our addressing of these matters is known as contextual safeguarding. Risks to welfare induced by the local environment and use of equipment or facilities are covered in the Health and Safety Policy.

The School has developed this policy and the policies in the table below, which set out full details of its procedures to safeguard and promote pupil health, safety and welfare in accordance with its duties under Part 3 of the ISSRs. This list is not exhaustive.

Policy	Responsibility for risk assessments
Administration of medicines and healthcare, including Care Plans for individual pupils seen as medically "at risk"; Sports Injuries and off games policy and Head injury policy	Second Master and Senior Sister
Anti-bullying policy	Second Master
Behaviour and Discipline policies: (College rules, Discipline and exclusions policy and Code of Behaviour)	Second Master
British values policy	Second Master
Cyberbullying policy	Deputy Head (Pastoral)
Educational Visits Policy	Educational Visits Coordinator
First Aid Policy	Senior Sister
Health and Safety Policy	Facilities Bursar and Health and Safety Officer
Missing pupil policy	Second Master
Mobile phone and electronic devices policy	Second Master / Deputy Head (Pastoral)
Prevent policy	Deputy Head (Pastoral) – Prevent Officer
Safeguarding and Child Protection	Joint Designated Safeguarding Leads (DSLs)
Social media policy and IT Acceptable Use policy	Director of Media and Communications; Deputy Head (Academic); Director of Information Services and Second Master
Supervision	Second Master

### **Risk Assessment**

Where a concern about a pupil's welfare is identified, the risks to that pupil's welfare will be assessed and appropriate action will be taken to reduce the risks identified; this will be recorded and then regularly monitored and reviewed.

The format of risk assessment as to pupil welfare may vary and may be included as part of the School's overall response to a welfare issue or using a risk assessment form. Regardless of the form used, the School's approach will be systematic with a view to promoting pupil welfare and will run through the stages identified above.

The information obtained through this process and the action agreed will then be shared, as appropriate, with other staff, parents and third parties in order to safeguard and promote the welfare of a particular pupil or of pupils generally.

Risk assessments relating to individual pupils will be held on their pupil records and information pertaining to the assessment will be stored on the pupil's file on Metis.

### **Safeguarding / Child Protection**

With regards to safeguarding risks, and in accordance with current statutory guidance, including Keeping Children Safe in Education and Working Together to Safeguard Children and Part 3 of the ISSRs, the School has systems in place to identify pupils who may be in need of extra help, or those who are suffering, or are likely to suffer significant harm, and will take appropriate action to address and mitigate those risks by working in conjunction with social care, the Police, health services and other services, where necessary.

Full details of the School's safeguarding procedures are set out in the Safeguarding and Child Protection policy.

### **Anti-Bullying**

The School has a written Anti-bullying Policy which covers, along with a suite of related policies as stated above, the School's approach to the management of bullying and cyber bullying.

### **Behaviour**

The School has a suite of policies and statements pertaining to pupil behaviour, including the College Rules, the College Code of Behaviour and the Discipline and Exclusions policy. These together set out how it promotes good behaviour amongst pupils and the sanctions to be adopted in the event of pupil misbehaviour.

This policy contains further information about the School's performance of its duties under the Equality Act 2010 (and reasonable adjustments made for pupils with educational needs / disabilities), support systems for pupils and liaison between parents and other agencies.

### **Health and Safety**

In accordance with its obligations under the Health and Safety at Work etc Act 1974 and with Part 3 of the ISSRs, the School has a duty to ensure the health, safety and welfare of employees and the health and safety of pupils and others affected by the School's operations, so far as is reasonably practicable.

The School will do so by taking a sensible, proportionate and holistic approach to management of health and safety issues in accordance with the School's obligations and its health and safety policies.

Date of this policy:	August 2018
Policy drawn up by:	CWS / GETH
Date of next policy review:	June 2020
Date for publication of revised policy:	August 2020

## References:

### Internal

- As stated within this policy itself

### External

- Reference p7, point 16 of 2014 No. 3283 EDUCATION, ENGLAND The Education (Independent School Standards) Regulations 2014 <http://dera.ioe.ac.uk/21664/1/9780111125441.pdf>
- ISI Handbook for the Inspection of Schools - The Regulatory Requirements Sept 2018
- [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/488034/Behaviour and Discipline in Schools - A guide for headteachers and School Staff.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/488034/Behaviour_and_Discipline_in_Schools_-_A_guide_for_headteachers_and_School_Staff.pdf)
- Special Educational Needs and Disability Act 2001 <http://www.legislation.gov.uk/ukpga/2001/10>
- Keeping Children Safe in Education 2019
- <https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>
- Prevent duty 2015  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/439598/prevent-duty-departmental-advice-v6.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/439598/prevent-duty-departmental-advice-v6.pdf)
- Working together to Safeguard Children 2018  
<https://www.gov.uk/government/publications/working-together-to-safeguard-children--2>