

POLICY	<b>SAFETY ASSESSMENT POLICY( SEND)</b>
FUNCTION	<b>FOR INFORMATION &amp; GUIDANCE</b>
STATUS	<b>HIGHLY RECOMMENDED</b>
AUDIENCE	<b>STUDENTS AND STAFF</b>
IMPLEMENTATION	<b>SEND CORDINATOR AND COUNSELLORS</b>
ISSUED FOR	<b>STUDENTS, STAFF AND PARENTS</b>
DATE OF REVIEW	<b>SEPTEMBER: 2017</b> <b>NEXT REVIEW : APRIL 2018</b>
LEAD PROFESSIONAL	<b>PRINCIPAL</b>

## **SAFETY ASSESSMENT**

### **GUIDELINES ON SAFETY ASSESSMENT**

- It is the entitlement of all pupils to access a broad and balanced curriculum
- However, some students may at times pose a risk of harm to themselves and/or others.

- Each school should assess the risks involved and take effective measures either to remove the hazard or reduce the risk.
- The purpose of formulating a safety assessment is to ensure, as far as reasonably practicable, a safe learning environment, where staff is appropriately trained.

### **What is a safe learning environment?**

It is one in which...

- There is secure and safe access to movement around and exit from premises.
- There is a learning environment which is both emotionally and physically healthy.
- There are arrangements for safe use, handling, storage and transport of equipment.
- There are arrangements for safe physical interventions with students

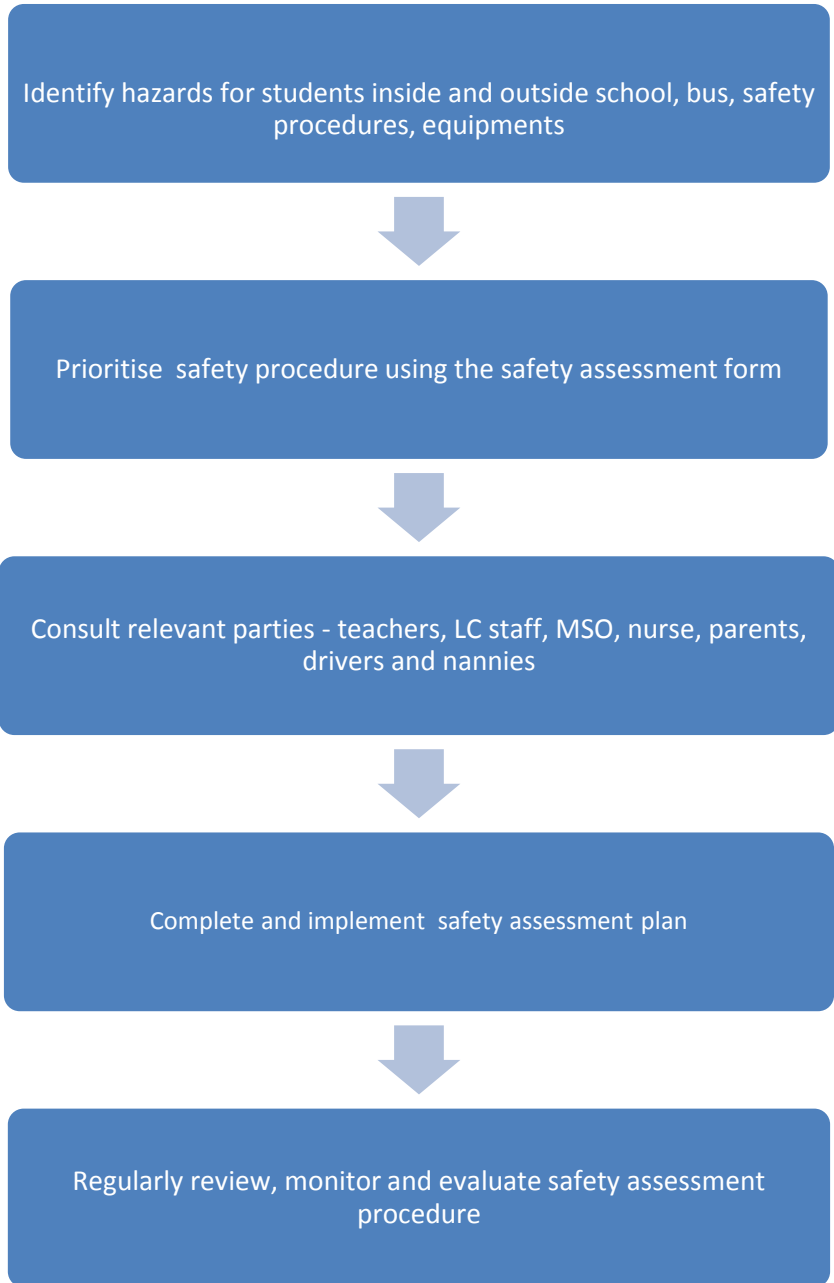
### **WHAT IS SAFETY ASSESSMENT?**

Safety assessment is a careful examination of what could cause harm to people so that decisions can be made about what is reasonably practicable to reduce or prevent harm.

### **SAFETY ASSESSMENT PROCEDURE**

- Think of possible hazards. A hazard is anything that has the potential to cause harm
- Decide who might be affected and how.
- Evaluate the level of risk and consider preventive measures. Risk is the likelihood of a hazard causing harm.
- Discuss with school staff/parents/carers/and child as appropriate.
- Formulate into a written plan.
- Put measures into practice.
- Review and revise as necessary.

## **SAFETY ASSESSMENT PROCEDURE**



*Reference: Devon County Council document on Inclusive education: Risk assessment*

### Safety Assessment Form

<b>Student Name:</b>		<b>Grade:</b>	<b>Academic year:</b>		<b>Next review:</b>
<b>What is the hazard?</b>	<b>Risk expected</b>	<b>Action taken to control risk</b>	<b>Risk level</b>	<b>What needs to/can be done?</b>	<b>Person responsible</b>
Class room					
Staircase					
Washroom					
Bus					
Movement within school					
School trips					
<b>Team</b>			<b>Signature</b>		
Parents					
Student(where possible)					
Teacher					
LSA					
Special Educator/Counselor					
SENCO					
Supervisor					
MSO					
Nurse					
Driver					