

RISK ASSESSMENT

Reason for Risk Assessment: One to one situations		Rattlesden C of E Primary Academy	
PRECAUTIONS IN PLACE	REMAINING RISK IDENTIFIED	RISK LEVEL L/M/H	FURTHER ACTION REQUIRED
<p>All adults who work with children alone are fully checked (dbs and barred list).</p> <p>Only members of staff work with children in a one to one situation.</p> <p>All staff read our safeguard induction folder when they join our school. Every year, they receive safeguard updates and must be familiar with our child protection, code of conduct and whistle blowing policy. They sign to say they have done this.</p> <p>Where possible, adults to use a shared space to talk to children in a one to one situation if possible or appropriate.</p> <p>It is good practice to make another adult aware if you are going to be in a one to one situation with a child.</p> <p>If an adult is going to be working with a child in a one to one situation on a regular basis, the head teacher should be made aware of this and when it will be happening.</p> <p>POD: The Pod is a walk through for staff to get to the staff room and toilet so can be accessed at any time. If the hall is not in use, door to remain open. It can be closed if the hall is in use.</p> <p>Library: Library is located along the walkway from KS1 classes to the playground which is used regularly and has a large glass door</p>	<p>If an allegation is made against a member of staff.</p>	L	<p>Ensure safeguard induction folder is updated and all staff are aware of their duty to be familiar with all the documents.</p> <p>Ensure staff are aware that they must inform the headteacher if an incident happens which could be misinterpreted.</p> <p>If a member of staff is concerned about being in a one to one situation with a child, they should remain in a shared space or ask another adult to be present or in ear shot.</p>
<p>Arrangements for monitoring and review:</p> <p>Triggered by:</p> <ul style="list-style-type: none"> ○ If an incident happens or changes to guidance. 			
<p>Risk assessment has been agreed by: Cath Jeffery (Assistant Head teacher and alternate DSL) and Helen Ballaam (Head Teacher and DSL)</p>			

