

**RISK ASSESSMENT FINDINGS**

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| **Department/Service** |  |
| **Date** |  |
| **Assessor** |  |
| **Approved By** |  |
| **Review Date** |  |

**Relevant Legislation:**

The Management of Health and Safety at Work Regulations 1999

**RISK ASSESSMENT RECORD**

**ACTIVITY and/or ENVIRONMENT TO BE ASSESSED: Pupil reintegration in to school following an exclusion incident**

**DATE:**

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| --- | --- | --- | --- | --- |
| **KEY (People at risk)** | **Likelihood (L)** | **Severity (S)** | **Risk Calculation** | **Risk Rating** |
| E = Employee YP = Young PersonsP = Public C = ContractorsV = VisitorsEM = Expectant Mothers | 1. Very Low (rare/very unlikely)2. Low (unlikely)3. Medium (could occur/possible)4. High (likely to occur/probable)5. Very High (near certain to occur)  | 1. Insignificant (nuisance/discomfort)2. Minor (no lost time)3. Moderate (time loss)4. Significant (serious/incapacity to work)5. Major (Death) |  Likelihood x Severity=Rating | **1- 6** **LOW RISK** Monitor * 1. **MEDIUM RISK** Monitor, review & reduce risk where possible

**14-25** **HIGH RISK** Further Action Required |

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| **1.Hazards Identified and potential harm it could cause** | **2. People****At Risk** | **3.Controls in Place** | **4.Risk Rating** | **5. Further Action Required/ Recommendations** | **6.Target Date for Completion** |
| **L** | **S** | **Score** | **Risk** |

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| Reintegration of a pupil back in to school life following a fixed term exclusion for weapon or fire related incidents in school |  | * Initial incident leading to exclusion documented and records retained and reported to relevant authorities when / where appropriate.
* Fixed term exclusion procedures followed.
* Meeting arranged with parents/carers (with or without pupil) to agree a workable reintegration back to school.
* To consider parent/carer/ staff searches of belongings where considered appropriate to minimise the risk.
* Consider emergency service intervention and support where considered appropriate to assist reintegration.
* Home school agreement devised and signed by relevant parties where appropriate/necessary.
* Home school diary.
* Agreed supervision, sanctions / reward programme etc.
* Other – please state:
 |  |  |  |  | Following reintegration meeting with parents/carers to agree reintegration plan please outline key points below: |  |
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