QUEEN ELIZABETH'S HIGH SCHOOL

MORTON TERRACE, GAINSBOROUGH, LINCS, DN21 2ST

RISK ASSESSMENT FORM

Task: Prevent Duty **Location:** QEHS	**Assessment ref: QEH/WSCH/2223/Prevent** **Assessment Date: 31.03.23** **Assessor(s): N Allan**
Notes:	

LEADERSHIP

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
The values and ethos of the school are unsuitable for promoting resilience against extremist ideologies and	Pupils, staff and governors	20	The school values clearly set out our commitment to British values. This can be found in our safeguarding section on the website where British values are linked with the Prevent Duty.	1	5	5

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
promoting British values						
Leaders are unaware of their responsibilities under the Prevent duty, and of the context of the school relating to the risk of extremism	Pupils and staff	16	School leaders are aware of their duty to prevent pupils being drawn into terrorism, and make sure all staff know the same. School leaders stay up to date with local developments and risks. Recent training for all staff (June 2022) and all staff follow the LSCP safeguarding pathway which includes additional training to prevent extremism in school in year 3. The DSL has made recent contact with the Prevent officers Include any specific steps taken, for example: 1. The school is in regular communication with local police including the Prevent Team.	1	5	5

TRAINING AND CAPABILITY

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
School staff are unaware of their responsibilities under the Prevent duty, and the need to	Pupils and staff	15	All staff have read our child protection policy and at least part 1 of Keeping Children Safe in Education. All staff have Prevent training [June 2022]. 1. Staff members are aware that they can go to Deputy Headteacher who is the DL/SPOC for advice, support, and to escalate concerns.	1	4	4

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
promote British values						
Governors cannot carry out their role to monitor the school's Prevent strategy effectively	Pupils and staff	15	All governors have read our child protection policy and Keeping Children Safe in Education. 1. We have a dedicated link governor that oversees our compliance with the Prevent duty. Include details of training and responsibilities	1	3	3
Staff do not support the school's values and ethos, or they support and promote extremist ideas	Pupils and staff	16	The staff recruitment process reflects the school's values and promotes good safeguarding practice. 1. School values and commitment to safeguarding are included in job advertisements 2. Safer recruitment procedures are followed: Preparation for post There is a statement referencing the school's commitment to keeping children safe included in all documents eg "This organisation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment". The interview process has been planned to allow sufficient time for each stage of the process eg for collecting references and contacting referees.	1	5	5

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
			Adverts state that the successful applicant will be required to go through a robust vetting process eg all applicants will be required to have an enhanced DBS check if working in "regulated activity". Applicants are informed of their safeguarding responsibilities in job descriptions and other information sent to them. They are made aware that there is a strict code of conduct for all staff Applications All applications are received on a standardised application form. CV's are not accepted. Applicants are informed that; o The post is exempt from the Rehabilitation of Offenders Act 1974 o The successful applicant will be required to provide a DBS check at the required level o References will be taken up (prior to interview) and previous employers may be approached to verify information o The employer will seek information from previous employers about any disciplinary procedures relating to children or child protection concerns. o Providing false information is an offence. Application forms are scrutinised by at least 2 people o Is the form complete? o Is the information provided consistent? o Are there any gaps in employment? o Are there any safeguarding concerns? Shortlisting Agree shortlisting panel. At least one person should have attended Safer Recruitment training within the last 3 years.			

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
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			References for all shortlisted candidates are sought prior to interview. Interview questions are agreed prior to interview. References are sought directly from the referee, not handed over by the candidate. Verbal references are always followed up by written ones. References are requested on a standard reference proforma. At least 2 references are sought, at least one is from the current employer or a previous employer where the candidate worked with children. References ask; o About the candidates suitability for the post and their suitability to work with children. o Whether there have been any disciplinary procedures relating to children o Whether there have been any allegations raised in relation to the safety or welfare of children. Interviews The following checks are completed at the interview stage or prior to interview o The identity of the candidate o Specific qualifications or experience o Registration with a professional body if required o Right to work and live in the UK for overseas applicants o Whether they have lived or worked overseas for more than 3 months, even as a UK citizen o Online checks All interviews are conducted face to face by a minimum of 2 people			

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
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			Interviews are structured so the same information is sought from each candidate Appointment When an offer of appointment is made is it made on condition that all pre-employment checks are satisfactorily completed including vetting (DBS) checks and prohibition checks for the UK and overseas.			

WORKING IN PARTNERSHIP

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
Staff do not feel comfortable or capable working with external agencies and sharing concerns about	Pupils and staff	12	We work and communicate with local safeguarding partners (LSCP and Prevent) and other relevant agencies regarding concerns about extremism. 1. The DSL/Prevent lead is aware of the process to contact other agencies and expedite concerns about extremism. Records of referrals are kept on CPOMS, and referrals are followed up appropriately.	1	4	4

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
extremism externally						

SPEAKERS AND EVENTS

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
Pupils are exposed to extremist ideologies by visiting speakers	Pupils	9	1. The materials that visiting speakers deliver are discussed and approved prior to their visit 2. Visitors are never left alone with pupils and are accompanied at all times 3. Visitors wear red lanyards and be challenged if unaccompanied.	1	5	5
The school site is used to host events which support extremist ideologies or promote hatred	Pupils and staff	9	All hiring and lettings agreements state that the school site will not be hired to groups who support extremist ideologies or promote hatred	1	5	5

SCHOOL CURRICULUM AND CULTURE

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
The curriculum teaches damaging material or fails to challenge extremist ideologies and promote British values	Pupils	12	Opportunities to promote British values and SMSC are clearly identified within all curriculum areas. Each subject produces and presents a detailed curriculum map which is visible across school and within school documentation.	1	4	4
A culture of inequality or abuse is allowed to grow, enabling extremist ideology and hate to develop	Pupils and staff, governors and parents	15	Our behaviour policy clearly sets out that hateful behaviour is not tolerated. 1. Staff know how to respond to witnessing harassment and abusive behaviour. 2. Pupils are encouraged to challenge harassment or abusive behaviour among their peers.	1	5	5
British values are not promoted outside of	Pupils and staff	12	British values are promoted around the school, for example: 1. Pupils participate in democracy through school council and student leadership elections 2. Assemblies promoting diversity, human rights, and respect 3. British values are promoted through PSHE and SMSC	1	4	4

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
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the classroom			4. PSHE and SMSC is mapped across the curriculum and pastoral systems.			

IT AND INTERNET SAFETY

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
				Likeli-hood	Severity	
Pupils use the school network or school hardware to access extremist material	Pupils	15	IT safety and monitoring system SECURUS is in operation which blocks and reports extremist content.	1	5	5
Pupils access extremist material on their own devices or on social media, or are specifically targeted for online radicalisation	Pupils	15	The ICT curriculum includes teaching pupils how to stay safe online. Online safety is mapped out across the schools PSHE and assembly provision. Staff training on Online safety and the Prevent duty.	2	4	8

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SCHOOL SECURITY

What are the hazards?	Who might be harmed and how?	Risk without control measures	Existing control measures	The residual risks		Risk rating
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Non-approved visitors access the school site to spread extremist ideology	Pupils and staff	20	Details of your visitor procedures, for example: 1. All visitors to the school must be signed in at reception and wear ID badges 2. Visitors are to be accompanied around the school site by a member of staff at all times 3. Visitors without DBS checks wear red lanyards. 4. Staff and students know to report and where appropriate and safe, challenge any adult unaccompanied wearing a red lanyard.	1	5	5

This risk assessment is only to be used when signed and dated.

Signed (Assessor) : Neil Allan Name: Neil Allan Date: 31.03.23

This assessment will be due for review again (date):

Risk assessment checked by an IOSH certified member of the H&S Committee:

Signed : Kerry Peaker Name: Kerry Peaker Date: 31.03.23

Queen Elizabeth's High School

Morton Terrace, Gainsborough, Lincs, DN21 2ST

Risk Assessment Review

Date of Review:

Are existing control measures still satisfactory: Yes/No

Comments/Changes/Updates:

Signed_____ (Reviewer)

Risk Rating Matrix

Risk Rating			Rating Action Bands	
LIKELIHOOD	SEVERITY		RATING BANDS & ACTION REQUIRED	
1. Very unlikely	1. Insignificant No injury will occur		1-4 Acceptable	Maintain and review control measure
2. Unlikely	2. Minor Injuries will need first aid		5-10 Adequate	Improve control measures at next review
3. Fairly likely	3. Moderate Up to 7 days' absence		12-25 Unacceptable	Stop activity & make immediate improvements
4. Likely	4.Major More than 7 days' absence			

5. Very likely	Catastrophic Death			

To establish Risk Rating, multiply "Likelihood" by the "Severity"