


Pear Tree Primary School incorporating PiPs Before and After School Club



Risk Management Policy

Date agreed	February 2022
Date for Review	February 2025
Head Teacher	Boo Edleston
Chair of Governors	Simon Holden
Signed on behalf of the Governors' Board by: Name:	Signature:  Date: 24 June 2022
Signed on behalf of the School by: Boo Edleston Headteacher	Signature:  Date: February 2022

1. The management of risks to the School is undertaken in accordance with the Funding Agreement and the Academies Financial Handbook.

2. The Governing Body is responsible for risk management and for maintaining a sound system of internal control that supports the achievement of policies, aims and objectives, whilst safeguarding public funds and other funds and assets for which it is responsible. The Governing Body is advised in this role by the strategic Development committee and Finance committee and both are advised and informed by the Senior Leadership Team.

3. The Governing Body fulfils its role by establishing the system of internal control:

3.1. Approving and reviewing a series of policies that underpin the internal control process;

3.2. Agreeing objectives, plans and resources by means of the budget and the annual School Development Plan;

3.3. Approving this policy statement and the attached Risk Register and reviewing them carefully each year to identify risks, near misses and opportunities;

3.4. Considering carefully the advice from the Responsible Officer and Auditor on internal financial controls, together with advice from any external consultants or inspectors.

4. The Senior Leadership Team and School Business Manager fulfils their Risk Management role by:

4.1. Implementing governors' policies on risk management and internal control;

4.2. Advising the Strategic Development committee and Finance committee of the fundamental risks faced by the school and helping to evaluate them;

4.3. Providing timely and sufficient information to governors and the finance Committee on the status of risks and controls;

4.4. Assisting the Strategic Development Committee to draw up and revise the Risk Register;

4.5. Working to embed risk management and risk-based internal control in all aspects of school management.

5. The Risk Register has been completed in the form recommended in the Academies Financial Handbook and it uses the terms listed there. It shall be revised annually by the Strategic Development Committee who will recommend it to the Governing Body.

6. In its annual consideration of the Risk Register the Governing Body should consider these issues:

6.1. Whether risk management continues to be linked to the achievement of the School's objectives;

6.2. The appropriate risk appetite or level of exposure for the School as a whole;

6.3. Whether risk review procedures cover fundamental strategic and reputational, operational, compliance, financial and other risks to achieving the School's objectives;

6.4. Whether risk assessment and risk-based internal control are embedded in on-going operations and form part of its culture;

6.5. Changes in the nature and extent of fundamental risks and the School's ability to respond to changes in its internal and external environment since the last assessment;

The scope and quality of management's on-going process of monitoring the system of internal control including such elements as the effectiveness of assurance functions;

6.6. The extent and frequency of reports on internal control to the Governing Body and whether this is sufficient for the Governing Body to build up a cumulative assessment of the state of control and effectiveness of risk management;

6.7. The incidence of any fundamental control failings (risk events) or weaknesses identified at any point within the year (near misses) and the Risk Management Policy & Risk Register Version 1.0;

6.8. The effectiveness of the School's public reporting processes;

6.9. The effectiveness of the overall approach and policy to risk management and whether changes or improvements to processes and procedures are necessary.

RISK REGISTER

The Risks to the Academy are divided into three sections:

A. Financial Risks

B. Operational Risks

C. Compliance Risks

Abbreviations Used In the Risk Register:

SBM School Business Manager

SDC Strategic Development Committee

GB Governing Body

RO Responsible Officer