



STUDENT WELFARE
RISK ASSESSMENT POLICY

Policy Statement

1. This is the Risk Assessment for Student Welfare Policy of Thornton College which is reviewed annually.
 2. Safeguarding and promoting the welfare of children is everyone's responsibility. To fulfil this responsibility effectively all staff should make sure their approach is child centric. This means constantly considering the best interests of the child; identifying concerns early; providing help and support; promoting their welfare and preventing concerns escalating.
 3. This policy is drawn up and implemented in accordance with:
 - a. [Keeping Children Safe in Education](#) (September 2025) which is a key document for promoting the safeguarding and welfare of students and is "essential that everybody working in a school understands their safeguarding responsibilities".
 - b. the Independent School Standards (the standards) in the schedule to the [Education \(Independent School Standards\) Regulations 2014](#) (ISSR) with particular regard to:
 1. Part 3 obligations of the Governing Body that "arrangements are made to safeguard and promote the welfare of students at the school; and such arrangements have regard to any guidance issued by the Secretary of State".
 2. the implementation of a written risk assessment policy
 3. Part 8 obligations of those with leadership and management roles to actively promote the wellbeing of students noting that
 4. "the welfare of students at the school is safeguarded and promoted by the drawing up and effective implementation of a written risk assessment policy; and appropriate action is taken to reduce risks that are identified".
- the [National Minimum Standards for Boarding Schools](#) (NMS) (updated and in force from 5th September 2022), made under section 87 of the Children Act 1989<https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2> (EYFS) (updated version in force from July 2025), made under the Childcare Act 2006 is mandatory for all early years providers.
5. The EYFS framework specifically requires the school to have regard to [KCSIE](#) and to the [Prevent duty guidance](#) in addition to [Working Together to Safeguard Children](#) (paragraphs 3.9)

Responsibilities

4. The Trustees and Governors have overall responsibility for safeguarding and promoting student welfare and well-being at Thornton College including the delivery of boarding and EYFS.
5. At an operational level, the Head Teacher will ensure:
 - a. that all staff are aware of, and adhere to, the School's policies and procedures on student health, safety and welfare
 - b. that key staff have clearly established roles and responsibilities
 - c. that staff are appropriately trained to deal with student welfare issues
 - d. that where concerns for a student's welfare are identified, the risks are appropriately managed
 - e. that staff, students, parents and others are consulted, where appropriate, to find practical solutions to welfare issues
 - f. that standards of student welfare at the College are regularly monitored both at an individual level and generally to identify trends and issues of concern and to improve school management systems.
6. Those named in paragraph 10 are responsible for carrying out risk assessments in relation to the specific matters of student health, safety and welfare in the named policies.

Student welfare

7. Thornton College recognises its responsibility to safeguard and promote the welfare of students in its care. This responsibility encompasses the following principles to:
 - a. support students' physical and mental health and emotional wellbeing (as well as their social and economic wellbeing)
 - b. protect students from maltreatment, harm and neglect
 - c. recognise that corporal punishment can never be justified
 - d. provide students with appropriate education, training and recreation
 - e. encourage students to contribute to society
 - f. ensure that students are provided with safe, healthy and effective care
 - g. improve the physical environment of the College and provision for disabled students
 - h. manage welfare concerns effectively
 - i. support local authorities, social workers and other agencies following any referral.
8. Thornton College addresses its commitment to these principles through:
 - a. **Prevention** - ensuring that all reasonable measures are taken to minimise the risks of harm to students and their welfare by:

- (1) ensuring through training that all staff are aware of and committed to this policy and the values set out in associated policies
- (2) establishing a positive, supportive, safe and secure environment in which students can learn and develop
- (3) providing a curriculum, activities and opportunities which equip students with skills to enable them to protect their own welfare and that of others
- (4) offering accessible medical and pastoral support that is available to all students.

b. **Protection** - ensuring all appropriate actions are taken to address concerns about the welfare of a student, whether of a safeguarding nature or otherwise. This includes:

- (1) sharing information and concerns with agencies who need to know
- (2) involving students and their parents appropriately.
- (3) monitoring students known or thought to be at risk of harm and formulating and / or contributing to support packages for those students.

9. Thornton College recognises that student welfare and well-being can be adversely affected by many matters whether in or away from school, including abuse, bullying, behavioural and health issues.

10. Thornton College has developed this policy and the policies in the table below, which set out full details of its procedures to safeguard and promote student health, safety and welfare in accordance with its duties under Part 3 of the ISSRs noting there are additional policies and documents required for compliance (NMS Standard 8) for Boarding Schools.

Policy	Responsibility for Risk Assessments
Child Protection	Deputy Head (Whole School) and DSL
Anti-bullying including cyberbullying	Deputy Head (Whole School) and DSL and Assistant Head, Head of Prep
Behaviour and Discipline	Deputy Head (Whole School) and DSL and Assistant Head, Head of Prep
Health and Safety Policy	Bursar
First Aid Policy	School Medical and Wellbeing Officer
Administration of Medicines / Health Care	School Medical and Wellbeing Officer
Boarding	Deputy Head (Whole School) and DSL

Supervision	Deputy Head (Whole School) and DSL
Educational Visits Policy	EVC co-ordinator and Head Teacher

Risk assessment

11. Where a concern about a student's welfare is identified, the risks to that student's welfare will be assessed, appropriate action will be taken to reduce the risks identified, which will be recorded and then regularly monitored and reviewed.
12. The format of risk assessment for student welfare may vary and may be included as part of the School's overall response to a welfare issue or using the risk assessment form at Annex A. Regardless of the form used, the School's approach will be systematic with a view to promoting student welfare and will run through the stages identified in paragraph 11.
13. The information obtained through this process and the action agreed will then be shared, as appropriate, with other staff, parents and third parties in order to safeguard and promote the welfare of a particular student or of students generally.
14. Risk assessments templates should be electronic and stored on All Staff Documents, Risk Assessments, Student Safeguarding and Welfare and risk assessments relating to individual students will be held electronically on CPOMS.

Safeguarding / Child Protection

15. With regards to safeguarding risks, and in accordance with current statutory guidance, including and [Working Together to Safeguard Children](#) and [Part 3 of the ISSRs](#), the School has systems in place to identify students who may be in need of extra help, or those who are suffering, or are likely to suffer significant harm, and will take appropriate action to address and mitigate those risks by working in conjunction with social care, the Police, health services and other services, where necessary.
16. Full details of Thornton College's safeguarding procedures are in the Child Protection Policy which also includes a low-level concerns policy

Anti-Bullying

17. The College has a written Anti-bullying Policy which covers the College's approach to the management of bullying and cyber bullying.

Behaviour

18. The College has a Behaviour Policy which outlines how to promote good behaviour amongst students and the sanctions to be adopted in the event of student misbehaviour.
19. This policy contains further information about the School's performance of its duties under the Equality Act 2010 (and reasonable adjustments made for students with educational needs/disabilities), support systems for students and liaison between parents and other agencies.

Health and Safety

20. In accordance with its obligations under the [Health and Safety at Work Act 1974](#) and with [Part 3 of the ISSRs](#), the School has a duty to ensure the health, safety and welfare of employees and the health and safety of students and others affected by the School's operations, so far as is reasonably practicable.
21. The School will do so by taking a sensible, proportionate and holistic approach to management of health and safety issues in accordance with the School's obligations and its health and safety policies set out at paragraph 10.
22. The Health and Safety policy includes 'Young People at Work' and relates to young people employed by Thornton College.

The National Minimum Standards for Boarding Schools

23. The [National Minimum Standards for Boarding Schools](#) (NMS), updated in 2022, operates alongside The [Education \(Independent School Standards\) Regulations 2014](#) (ISSR), having been made under separate legislation (the Children Act 1989) and are incorporated into the ISSR mainly through ISSR paragraph 8.
24. The school will ensure that the welfare of boarders is safeguarded and promoted by:
 - a. the effective implementation of a written risk assessment policy, the record of all risk assessments carried out and of the appropriate action taken to reduce identified risks.

- b. Individual boarder's records (containing personal, health and welfare information)

Annex A - Guidance on Risk Assessment

1. A Risk Assessment in the student welfare context is a careful examination of what could cause harm to student welfare and appropriate control measures to ensure the College has taken adequate precautions or should do more to prevent harm.
2. The purpose of a Risk Assessment is not to generate paperwork, but to identify sensible measures to control risks that are most likely to occur and / or will cause harm.
3. When thinking about your risk assessment in this context, remember:
 - a. a welfare issue is anything that may harm a student including cyber-bullying or abuse
 - b. any risk, however slight, that a student may be harmed must be assessed in full.

Step 1: Identify the issue

1. First you need to work out how students could be harmed. This will generally be set out in the concern raised about a student's welfare.
2. If the issue is associated with a member of staff, always report this immediately to the Deputy Head or, in her absence, the Head Teacher who will follow step 2 below.

Step 2: Decide who might be harmed and how

1. Identify individual students or groups who might be harmed and how they might be harmed by the concern raised.
2. Consider seeking early advice from the local authority designated officer (LADO).

Step 3: Evaluate the risks and decide on precautions

1. Decide what to do about the risks. The extent of the risk will depend on the likelihood of the harm occurring and the severity of the harm.
2. The effectiveness of controls should be considered and the extent of risk remaining assessed. When deciding if precautions are acceptable, the assessor should take into account the legal requirement to do all that is "reasonably practicable" to protect people from harm. Compare what you currently do with what is required by law, DfE guidance or is accepted good practice. If there is a difference, list what needs to be done to protect the student's welfare.
3. If the remaining risk is unacceptable then further controls must be identified to further reduce risk. Where further action is necessary an action plan should include:

- (1) name of employee responsible for completing the action
- (2) target date for completion
- (3) any interim measures to reduce risk in the short term
- (4) confirmation that the action has been completed
- (5) reassessment of the level of risk following completion of the action.

Step 4: Record your findings and implement them

1. Make a written record of your significant findings - the issue, how student(s) might be harmed and what arrangements the College has in place to control risks.
2. There is no prescribed format, but the record should be simple and focussed on control measures and steps the College proposes to manage the risk.

Step 5: Review your risk assessment and update if necessary

1. regularly review actions for the students identified and
2. regularly monitor the efficacy of the measures in place or as required.

Example template risk assessment

What is the welfare issue?	Who might be harmed and how?	What measures are already in place?	What further action is necessary?	Action by whom?	Action by when?	Done
Alleged bullying of Student A by Student B	Student A	Both students have been interviewed and investigation is ongoing.	Student A should not sit next to Student B in class. Lunchtime staff and playground supervisors to keep an eye on Student's A and B at break times and report any incidents to [insert name].	Class teacher Lunchtime and playground Supervisors	Immediately Immediately	Yes - communicated to staff on [date]