Ref No	Description of the Risk	Inherent Risk Level (Impact/ Probability)	Description and Evaluation of Current Control or Mitigation methods	Residual Risk Level (Impact/ Probability	Acceptable Risk? (Impact/ Probability)[1]	Action[2]
Financial Risks						
1	Reduction in student intake	<mark>Medium probability/ significant impact</mark>	The effect will be a reduction in funding. The budget would need to be set to accommodate the reduction in funding. Work with SLT to identify savings and budget reductions early enough to make appropriate recommendations to Governing Body.	<mark>Low probability/ significant impact</mark>	Yes	The current situation is deemed manageable Further reductions may require strategic adjustment/ staff reductions/ adjustment to the curriculum
2	Additional budget pressures due to unforeseen circumstances	High probability/ significant impact	The effect will be a reduction in available resources. If the ongoing pandemic continues for the medium to long term there are likely to many unforeseen additional costs and the possibility	High probability /significant impact	Yes	The current situation is under review Further reductions

[1] Use table 2 to guide your answer to this question which will be either "yes" it is acceptable or "no" it is unacceptable
[2] Red and Amber risks require some degree of management action. Red risks being the more pressing than amber risks

				of budget reductions once central government review departmental spending to cover the national debt.			will require strategic adjustment/ staff reductions / adjustment to the curriculum to reflect changing levels of funding.
3	New funding formula for KS3 and KS4 and Special education needs.	High probability/ significant impact		The expectation is an increase in funding however it is recognised that SEN funding is under pressure.	Medium probability/ significant impact	Yes	The current situation is deemed manageable however SEN is recognised as a potential issue.
4	School sued by parent / ex-pupil, member of the public.	Low probability/ significant impact		Difficult to see where this would come from. The school has all the necessary insurances, policies, procedures, processes and systems in place but there is always the possibility. Robust	Low probability/ significant impact	Yes	Continue to review policies, procedures, processes, systems,

			policies and procedures will provide a sound defence in the unlikely event of such action being taken against the school.			insurance cover
5	Failure to properly manage budget	Medium probability/ significant impact	Monitoring procedures are in place, external review and scrutiny undertaken through County LFS team and school appointed accountants and auditors. Changes to role of Governing Body has been made to create audit committee with responsibilities.	Low probability/ significant impact	Yes	Audit monitoring procedures/ adjust where necessary
6	Risk of Fraud	Medium probability/ significant impact	Robust finance policy in place. Anti-fraud policy in place. Internal audit function performed by responsible officer with reports going straight to audit committee. Sound documented financial processes in place.	Low probability/ significant impact	Yes	Audit monitoring procedures/ adjust where necessary
7	Risk of Tribunal	Medium probability/ significant impact	Current insurance policy covers the school for the cost of defending any tribunal case and HR policies and agreed processes are followed and reviewed appropriately.	Low probability/ significant impact	Yes	Ensure adequate insurance cover in place
Premises / Infrastructure Risks						
8	Computer/ICT failure	Medium probability/	Although a very low probability a system failure of any duration	Low probability/	Yes	An audit of the various

		significant impact	would be catastrophic. The system is very well managed and protected currently with sufficient checks and balances. Disaster recovery plan needs to be developed. Planned replacement and renewal programme needs to be maintained. Off-site back up storage meets industry standard. Continually reviewing systems to prevent possibility of cyber crime.	significant impact		checks and balances and the disaster recovery plan would be useful.
9	Internet abuse	High probability/ marginal impact	Discipline policy / school ethos management. Ensure web filter is comprehensive and fit for purpose. Embed social networking policy across all staff. Ensure IT access policies are followed.	Low probability marginal impact	Yes	Low instances / monitoring to be continue through ICT team and breaches reported to SLT.
10	Failure to ensure health and safety of staff, pupils, visitors, governors	Medium probability/ significant impact	The major statutory requirements are being met. Suitable insurances in place, health and safety policy in place and adhered to. Ensure fixed and non-fixed installations are compliant with all relevant legislation. Includes	Low probability/ significant impact	Yes	A thorough review of all H&S policies, procedures, processes and

			health and safety of staff and pupils on educational visits and all other visits. Annual health and safety audit undertaken by external consultants. Separate specific risk assessment in place to cover COVID19 that includes operation of the buildings.			systems. Ensure compliance with all relevant legislation and appropriate contractor insurance in place.
11	Unauthorised access to school site	High probability / significant impact	Despite the various security measures in place there are still many ways an intruder can access the school premises / grounds without being challenged.	Low probability/ significant impact	Yes	Review access points and make them secure so that access is only through controlled entrances. Improve CCTV and signage. However being an open site it is difficult to

						prevent access to grounds.
Teaching / Learning Risks						
12	Poor teaching standards	<mark style="background:yellow">Low probability/ significant impact</mark>	Learning reviews involve lesson observations, pupil work scrutiny and student voice. Analysis of data capture and exam outcomes. Performance management systems linked to professional development. Joint training with other schools as part of the PixL group.	<mark style="background:yellow">Low probability/ significant impact</mark>	Yes	Review & monitor
13	Failure to meet Bichard report requirements	<mark style="background:red">Medium probability/ Catastrophic impact</mark>	Every child matters but covers the whole gambit including DBS reviewed separately in this register SDP / policies / procedures / processes / systems. Mental health wellbeing and mindfulness.	<mark style="background:red">Low probability / catastrophic impact</mark>	No	Audit everything that is in place currently / Adjust as necessary
14	Poor 'league table' performance	<mark style="background:red">Medium probability / significant impact</mark>	Learning reviews involve lesson observations, pupil work scrutiny and student voice. Analysis of data capture and exam outcomes. Performance management systems linked to professional development. School	<mark style="background:yellow">Medium probability / significant impact</mark>	Yes	Assess / review / monitor / strategic adjustment as required

			improvement planning in response to pupil outcomes.			
15	Bullying at school (including on-line bullying)	Medium probability / significant impact	Policies / behaviour management / school ethos management / parental involvement.	Low probability/ marginal impact	Yes	Statistics log / monitor activity
16	Inability to contact parent or carer in emergency situation	Medium probability / significant impact	Parent / carer database is kept up to date and parents / carers reminded termly to provide updated details to the school	Medium probability / significant impact	Yes	Review database every term
17a	Drugs on site	Medium probability / significant impact	Policies / behaviour management / school ethos management / parental involvement. Support from outside agencies. Close working relationship with local Police.	Low probability/ significant impact	Yes	Log instances / monitor
17b	Weapons on site				Yes	Log instances / monitor
18	Securing key personal data	Medium probability/ significant/ impact	Passwords / access to system areas only by key personnel / hardcopy personnel data secure	Low probability / significant impact	Yes	Review procedures / processes / systems
19	Failure to undertake DBS Checks or take references leading to	Low probability / catastrophic impact	DBS checks undertaken on all staff / including cover staff / peripatetic teaching staff / visitors to school	Very low probability / catastrophic impact	No	Review all procedures and processes /

	inappropriate staff appointments		who have close contact with students / governors			make any changes necessary
Other Risks						
20	**Conflict of Interests**	Low probability / catastrophic impact	**Any staff / governors in a relationship with other staff / governors may generate a perceived conflict of interest. Also any financial conflicts to be recorded in annual declarations of interests.**	Low probability / significant impact	Yes	**Conflict of interest risk assessment sets out procedures to follow. Governors, SLT and CALS required to complete annual declaration or interests.**
21	**GDPR**	Medium probability/ significant/ impact	**General Data Protection Regulations not followed and a data breach occurs.**	Low probability / significant impact	Yes	**Information asset audit in place, privacy notices prepared, privacy impact assessment undertaken,**

						staff refresher training undertaken and continues as part of induction.
22	**Reputational Risk**	<mark style="background:red">Medium probability/ significant/ impact</mark>	Disgruntled parent / student / member of the public airs grievance on social media.	<mark style="background:yellow">Low probability / significant impact</mark>	Yes	Continue to monitor and review. In event of an occurrence consider responding based on situation.

Wadebridge School

Risk Register 2021-2024

Probability/impact matrix

	Negligible impact	Marginal impact	Significant impact	Catastrophic impact
Very high probability	Yellow	Red	Red	Red
High probability	Yellow	Yellow	Red	Red
Medium probability	Green	Yellow	Red	Red
Low probability	Green	Yellow	Yellow	Red
Very low probability	Green	Green	Yellow	Red
Almost impossibility	Green	Green	Green	Green

Key to the Shading Used

Red	Unacceptable Risk – Immediate action to improve control is required
Yellow	Acceptable Risk – Close monitoring is required and cost effective control improvements should be sought
Green	Acceptable Risk – No action now but review periodically and consider possible low cost control improvements