



'Spurring each other on with love'

PFA Risk Management Policy

Introduction

This policy sets out the principles for the Risk Management Policy within Bickleigh Down Church of England Primary School PFA. It is relevant to all within the association and is endorsed by the committee of Bickleigh Down Church of England Primary School PFA.

Purpose

The purpose of Risk Management is to identify risks as early as possible, develop a strategy to mitigate those risks and implement a risk management process as part of our PFA event planning process.

For all PFA events:

- A risk assessment is to be carried out by a committee member to:
 - Identify potential hazards
 - Identify who may be harmed by such hazards
 - Determine whether existing precautions are adequate or whether further action needs to be taken
 - Record the finding on the PFA risk assessment(appendix) and update around 2 weeks before each event where possible
- Take advice from the school/venue where appropriate – look at previous risk assessments and adhere to recommendations
- Take advice from the HSE where appropriate – www.hsa.gov.uk
- A copy of the risk assessment will be given to the school if requested and stored in the school office
- All committee members should be made aware of each risk assessment.

Changes to the Policy

The committee reserves the right to change its Risk Management policy to maintain consistency with current best practice and the needs of the charity.

This policy will be reviewed annually by the Bickleigh Down Church of England Primary School PFA committee.

For the most up to date version of the policy, please request a copy by emailing bickleighdownpfa@yahoo.com or visiting the PFA section of the school website.

This policy was adopted on 28th February 2023.

Signed on behalf of Bickleigh Down Church of England Primary School PFA (Chairperson)



Hannah Walsh

This policy was reviewed as indicated below:

February 2023 created and approved.

Next review due February 2025.

Useful links:

[Health & Safety | Parentkind](#)

<https://www.parentkind.org.uk/Info-sheets/Producing-A-Risk-Assessment>

https://www.parentkind.org.uk/file_download_resources.aspx?ID=4400

Appendix

Risk assessment form

Available as a separate document or via [Risk assessments | Parentkind](#)