RISK REGISTER AND ACTION PLANS

2022-2023

Risk Management Objectives

The objectives for managing risk across the School are:

- To comply with risk management and best practice
- To ensure that risks facing the School are identified and appropriately documented
- To provide assurance that risks are being adequately controlled, or identify the areas for improvement
- To ensure action is taken appropriately in relation to accepting, mitigating, avoiding and transferring risks

1.   **Risk Management Strategy**

1.1   The Risk Management Strategy was agreed by the Academy

1.2   Roles and Responsibilities
- The School has responsibility for overseeing Risk Management within the School.
- The School is charged with the responsibility for implementing policies and practices which identify, reduce and manage risks and for reporting on progress and action taken where appropriate.

1.3   Identification of Risks

Guidance states that risk identification should be approached in a methodical way to ensure that all significant activities have been identified and all the risks flowing from these activities have been defined. The School has identified that there are four main areas of risk to the school which are as follows:

- Strategic and Reputational Risks
- Operational Risks
- Compliance Risks
- Financial Risks

Under these four main risks sit a number of sub risks with specific risk consequences, supported by a colour coded risk score and a series of Internal Controls and Evidence that seek to mitigate the consequences to the risk on the overall operation of the school. If the Internal Controls and Evidence are assessed as inadequate to enable the full consequences of a particular risk to be mitigated, an Action Plan with target dates will be agreed, with the aim of bringing the Internal Controls back to a level that makes them 'Fully' adequate.

The structure and organisation of the School's risk register is based on these risks to ensure that all significant objectives and activities of the sub risks associated with each major risk have been identified.

1.4   Evaluation of Risks

Risk Management guidance states that risks should be evaluated against agreed criteria to make decisions about the significance of risks to the organisation. The School therefore use a 3 x 3 matrix to assess Impact and Probability and consider them as high (6-9), medium (3-4) or low (1-2), as illustrated in the diagram below

		3	6	9
Impact	3			
	2	2	4	6
	1	1	2	3
		1	2	3

Probability

1.5   Risk Appetite

The term risk appetite describes the school's readiness to accept risks and those risks it would seek to reduce. The school's risk threshold is the boundary delineated by the pink shaded area (represented by scores of 6 and above) in the risk matrix in paragraph 1.4. Above this threshold, the school will actively seek to manage risks and will prioritise time and resources to reducing, avoiding or mitigating these risks.

1.6   Addressing Risks

When responding to risks, the school will seek to ensure that it is managed and does not develop into an issue where the potential threat materialises.

The school will adopt one of the 4 risk responses outlined below:

> Avoid   Counter measures are put in place that will either stop a problem or threat occurring or prevent it from having an impact on operations
> Transfer   The risk is transferred to a third party, for example through an insurance policy
> Mitigate   The response actions either reduce the likelihood of a risk developing, or limit the impact on the school to acceptable levels
> Accept   Accept the possibility that the event might occur, for example because the cost of the counter measurers will outweigh the possible downside, or because it is believed there is only a remote probability of the event occurring.

2.   Risk Reporting and Communication

The aim of reporting risk is to provide assurance to the Governing Body, Stakeholders and Auditors, that the school is effectively managing its risks and has a robust system of internal controls.

2.1   Risk Register

The reporting mechanism will be the school's Risk Register. This document details the risks facing the school, the consequences of each risk, allocates a risk score, details existing internal controls and evidence and states how adequate these controls are. The detail of any improvement and action to existing internal controls is also detailed with appropriate target dates. When improvements have been implemented, they will be moved to the Existing Internal Controls section.

Any significant changes in risk impact or probability, or the occurrence of an event which raises the profile of a risk will be added to the Risk Register as it occurs. Any new or increased risks identified by the Trust will be recorded and added to the Risk Register as appropriate.