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| **Department:** | **Service:** | **Reference:** |
| **Activity:*****Dealing with ‘at risk’ children at*** | **Site:** |
| **People at Risk:*****Teaching staff, other children, ‘at risk’ children*** | **Additional Information:*****Information on the personal files of the children involved directly*** |
| **Name of Person Completing Form: Job Title: Date:** | **Review Date:** |

| **Hazard**  | **Risk** | **Initial Rating****L, M, H** | **Existing Control Measures** | **Final Rating****L, M, H** | **Additional Action Required** **(action by whom and completion date – use separate Action Plan if necessary)** |
| --- | --- | --- | --- | --- | --- |
| ***Children are currently subject to court orders which prevent access to parent(s). The periods immediately after the court hearings are particularly high risk*** | ***Possibility that parent(s) may try to abduct children from the school.*** ***Possibility that the parent(s) may target staff at the school as part of the ‘authority’ figures who have contributed to the children being removed from their care.*** |  | ***Security at the school involves all doors being locked, including the main entrance, during the day.******If the parent comes to request a meeting or access to children this should be conducted via the videx system with the camera. The secretary should refuse immediate entry on the basis that the head is not available and arrange for a meeting at a later date after school. The Head should then contact Social Services and Legal Services for advice. If the parent refuses to leave, call the Police.******All play is supervised. All supervisors are aware of current situation. Children ‘at risk’ will not be in mobile classrooms.******A special arrangement exists for receiving ‘at risk’ children. An escort will park at the rear of the school and will personally escort the children to the reception in the secure area.******The same happens at the end of the day. At lunchtime the supervisors are aware that the children must remain on the premises.******All staff in school have been briefed on these arrangements, including catering and domestic staff.*** |  |  |
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