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| Title: | **Managing risk in schools** | | |
| Level: | 4 | | |
| Credit value: | 6 | | |
| Learning outcomes (the learner will) | | Assessment criteria (the learner can) | |
| 1. Understand how the school manages risk | | 1.1  1.2  1.3  1.4  1.5 | Identify the key concepts and techniques related to the management of risk in schools  Explain how the school avoids and/or accepts risk  Identify examples of actual risks in the school and describe the probability of their occurring and their potential impact  Explain how the school applies control measures, implements changes needed, and monitors the effectiveness of the changes  Explain how the school could improve its risk management policy and practices, including putting in place practices where none currently exist |
| 1. Understand the school’s approach to health and safety | | 2.1  2.2  2.3  2.4 | Identify the key legislative requirements and government policies related to health and safety in schools  Evaluate the school’s written health and safety policy and its compliance with current legislative requirements  Evaluate an area of risk which directly impacts on support staff  Evaluate the school's approach to safeguarding children and safer recruitment |
| 1. Understand the school’s approach to fire safety | | 3.1  3.2  3.3 | Identify the fire safety laws and regulations impacting on schools  Explain how the school currently complies with fire safety regulations  Recommend areas for improvement in the school’s approach to fire safety |
| 1. Understand school emergency and contingency planning | | 4.1  4.2  4.3  4.4  4.5 | Evaluate the effectiveness of the ways in which your school plans for emergencies and contingencies  Evaluate the measures the school currently has in place regarding loss prevention  Evaluate the extent to which the risks associated with matters such as security, fire and disruption to key services are assessed  Evaluate any disaster recovery plan which may be in place, including guidance on dealing with the media  Evaluate the appropriateness of undertaking a disaster exercise |
| 1. Be able to provide a summary of learning on the management of risk in schools | | 5.1  5.2  5.3  5.4 | Evaluate own professional competence in relation to managing risk in schools  Reflect on the learning gained through completion of the ‘managing risk in schools’ module assessment tasks and learning activities  Summarise insights gained into current policy and practice in a school and the impact of work undertaken on these to date  Identify areas for further professional learning and the improvement of policy and practice in a school |
| **Additional information about the unit** | |  | |
| Unit purpose and aim(s) | | To develop knowledge and understanding of the management of risk in schools, including health and safety, fire safety, and emergency and contingency planning as required by a practising or potential school business manager. | |
| Details of the relationship between the unit and relevant national occupational standards or professional standards or curricula (if appropriate) | |  | |
| Assessment requirements or guidance specified by a sector or regulatory body (if appropriate) | |  | |
| Support for the unit from a sector skills council or other appropriate body (if required) | |  | |
| Location of the unit within the subject/sector classification system | |  | |
| Unit guided learning hours | |  | |