

Risk Assessment Policy

The aim of this Policy is to set out the systematic approach for suitable and sufficient risk management throughout Just for Fun Holiday Club, ensuring the welfare of the children attending at the venue is safeguarded and promoted at all times and appropriate action is taken to reduce risks and potential risks that are identified.

RESPONSIBILITIES

The Proprietor has overall responsibility for safeguarding and promoting welfare and well-being at Just for Fun Holiday Club.

At an operational level, the camp manager will;

- Ensure that all staff are aware of, and adhere to, Just for Fun Holiday Club policies and procedures on a child's health, safety and welfare;
- Ensure that key staff have clearly described roles and responsibilities;
- Ensure that staff are appropriately trained to deal with children welfare issues;
- Ensure that where concerns about a child's welfare are identified, the risks are appropriately managed;
- Ensure that staff, children and parents and others are consulted, where appropriate, to find practical solutions to welfare issues;
- Ensure that standards of children attending Just for Fun Holiday Club are regularly monitored both at an individual level and globally to identify trends and issues of concerns and to improve systems to manage these.

Staff members named in the table below are responsible for carrying out risk assessments in relation to the specific matters of pupil health, safety and welfare covered in the named policies.

Policy	Responsibility for risk assessments
Safeguarding and Child Protection	Designated Safeguarding Lead and/or Deputy Designated Safeguarding Lead
Mental Health and Wellbeing	Sean Harper and Michael Jones
Whistleblowing	Designated Safeguarding Lead and/or Deputy Designated Safeguarding Lead
Recruitment/Supervision	Sean Harper and Michael Jones
Behaviour	Camp Manager
Anti-bullying	Camp Manager
Exclusions	Camp Manager
Social Media	Sean Harper

Health and Safety including First Aid	Sean Harper and Michael Jones
Medical Conditions	Sean Harper and Michael Jones
Fire Policy	Michael Jones
Attendance	Camp Manager
Visitors and Visiting Speakers	Camp Manager

This policy should be read in conjunction with Just for Fun Holiday Clubs Child Protection and Safeguarding, Mental Health and Wellbeing, Behaviour and inclusion policies.

CHILD WELFARE

Just for Fun Holiday Club recognises its responsibility to safeguard and promote the welfare of children in its care. This responsibility encompasses the following principles:

- To support children’s physical and mental health and emotional wellbeing (as well as their social and economic wellbeing);
- To protect children from harm and neglect;
- To recognise that corporal punishment can never be justified;
- To provide children with appropriate education and recreation;
- To encourage children to contribute to society;
- To ensure that children are provided with a safe and healthy environment.
- To manage welfare concerns effectively.

Just for Fun Holiday Club its commitment to these principles through:

Prevention

Ensuring that all reasonable measures are taken to minimise the risk of harm to children and their welfare by:

- i) Ensuring through training that all staff are aware of and committed to this policy and the values set out;
- ii) Establishing a positive, supportive and secure environment in which children can learn and develop;
- iii) Providing medical support that is accessible and available to all children.

Protection

Ensuring all appropriate actions are taken to address concerns about the welfare of a child, whether of a safeguarding nature or otherwise. This includes:

1. i) Sharing information about concerns to agencies who need to know and involving children and their parents appropriately;
2. ii) Monitoring children known or thought to be at risk of harm and formulating and/or contributing to support packages for those children.

Just for Fun Holiday Club recognises that child welfare and well-being can be adversely affected by many matters whether in or away from Just for Fun Holiday Club, including abuse, bullying, behavioural and health issues.

Risk Assessment

Where a concern about a child's welfare is identified, the risk to that child's welfare will be assessed, appropriate action will be taken to reduce the risks identified, this will be recorded and then regularly monitored and reviewed.

Risk assessments do not have to be complicated. The level of detail contained in them should be relevant to the level of risks involved. In many cases risk assessment will lead to clarification and documenting of protocols and procedures that are already in place, following best practice and relevant industry standards where applicable.

The format of risk assessment as to child welfare may vary and may be included as part of Just for Fun Holiday Club overall response to a welfare issue or using a risk assessment form. Regardless of the form used, Just for Fun Holiday Club approach will be systematic.

The information obtained through this process and the action agreed will then be shared, as appropriate, with other staff, parents and third parties in order to safeguard and promote the welfare of a particular child.

Risk assessments will be stored appropriately according to the policy they refer to.

Safeguarding/Child Protection

With regards to safeguarding risks, and in accordance with current statutory guidance, including Keeping Children Safe in Education and Working Together to Safeguard Children, Just for Fun Holiday Club has systems in place to identify pupils who may need extra help, or those who are likely to suffer harm, and will take appropriate action to address and mitigate those risks by working in conjunction with social care, the Police, health services and other services, where necessary.

Full details of Just for Fun Holiday Club safeguarding procedures are set out in the Safeguarding and Child Protection policy.

Anti Bullying

Just for Fun Holiday Club has a written Anti-Bullying policy which covers Just for Fun Holiday Club approach to the management of bullying and cyber bullying.

Behaviour

Just for Fun Holiday Club has a written Behaviour policy which sets out how it promotes good behaviour amongst children and the sanctions to be adopted in the event of a child's misbehaviour.

Health and Safety

In accordance with its obligations under the Health and Safety at Work Act 1974, Just for Fun Holiday Club has a duty to ensure the health and safety of all children and others affected by Just for Fun Holiday Club operations, so far as is practicable.

Just for Fun Holiday Club will do so by taking a sensible, proportionate and holistic approach to management of health and safety issues in accordance with Just for Fun Holiday Club obligations and its health and safety policies.

This policy was adopted by: Just for Fun Holiday Club	Date: 11/03/24
To be reviewed: 01/02/26	Signed: