

# Risk Management Policy

<b>Policy Code:</b>	HS5
<b>Policy Start Date:</b>	January 2024
<b>Policy Review Date:</b>	January 2025



## Community Inclusive Trust - Risk Management Policy

The Trust recognises that finite resources must be intelligently and responsibly allocated across competing priorities. To this end the Trust uses a methodology which identifies and evaluates risks and ensures measures are in place to reduce all risks to an acceptable level.

**Project Risks** - each significant project will have its own risk register linked to the successful achievement of the project's agreed outcomes

**Operational Risks** – the day to day risk that have to be managed by staff are not identified on risk registers

### Strategic Risks

The Trust has a framework of grouped risk categories against which executive ownership and Trustee scrutiny are assigned.

The grouped risk categories are:

Operational risks	Security risks
Property risks	Safeguarding risks
Legal risks	Information risks
Financial risks	Reputational risks
Commercial risks	Health and Safety risks
People risks	Over / under training risks
Technology risks	Education
Key risks to the achievement of the current strategic priorities of the Trust	

Each of the categories has their own section in the Trust's risk register and each area is assigned to an executive risk owner.

In these sections, more specific details of risks are articulated and evaluated using a scoring system which takes account of:

## Community Inclusive Trust - **Risk Management Policy**

in each risk category. The Directors of Education are required to keep each risk owner aware of any matters drawn to their attention.

### **5. Compliance risk and policy management**

The development of clear well-communicated policies, along with appropriate levels of awareness-raising and training, are fundamental elements of the risk management process.

The Trust has developed a complete set of Trust-wide policies which are published both on the Trust website and on each academy website. The Head Teacher at each academy acts as the designated person who is the single point of contact with the central CIT governance and communications teams to ensure that policies and other statutory information are consistently updated and published.

Staff awareness of policies is managed in a number of ways, including:

- Induction
- Staff training
- Staff briefings

Each Trust-wide statutory policy has an executive-level owner and a primary editor. A schedule is maintained for review and Trustee approval of these policies at an appropriate frequency. This schedule also summarises the measures in place to ensure staff understanding and compliance in practice.

Whilst each academy headteacher is ultimately responsible for policy compliance within their academies, the CIT School Support Service function employs specialist dedicated Trust-wide resources to support academies meet their compliance obligations in specific areas such as safeguarding, health and safety, offsite trips and visits, SEND, and careers and employability skills, as well as more generally in HR and finance.

Each academy has a Local School Board which is remitted to provide the Trust Board with assurances regarding policy compliance.

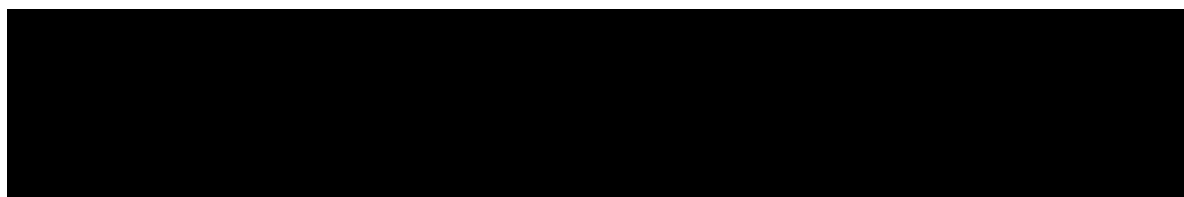
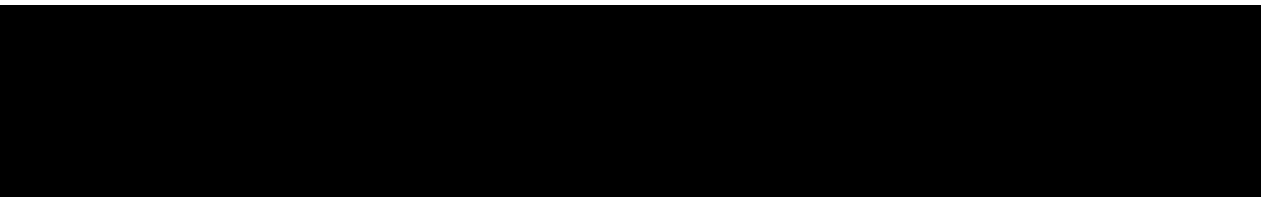
### **6. Trustee oversight and assurance**

The risk register lists each of the risk categories which the Audit & Risk Committee

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