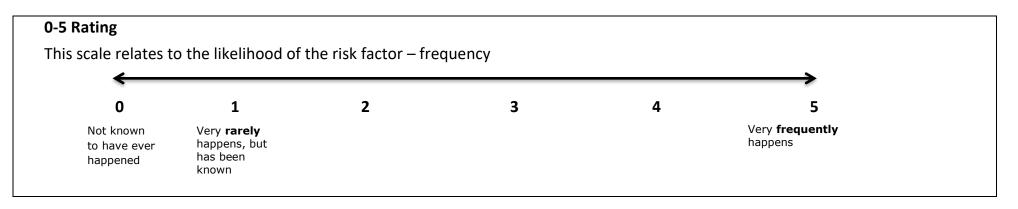
Reduced timetable - individual risk management plan

Completing a risk assessment which addresses any actual or potential safeguarding, welfare or harmful behaviour concerns that may result from a change in the pattern of school attendance is essential. Schools may want to develop their own risk assessment to meet the needs and risk of their school community. The assessment should include the risks when the child is not in receipt of education during the school day, including the impact on the wider family.

Name of child	
Date of birth	
UPN	
Date of completion	
First assessment or review?	New/Review
Dates of previous reviews	
Date parent/carer consent received for	
the risk assessment to be shared	

Complete the risk analysis, using the 0-5 rating as below:





Risk factors – identify <u>all</u> relevant risks	Likelihood scale 0-→5	What steps have been put in place to manage the risks?	Likelihood scale 0→5 after risk management has been put in place
The risk/s presented to the child from others	:		
The risk the child poses to themselves:			
The risk the child poses to others :			

What is the likely impact for the child if they cannot access their entitlement to a full-time school place?

What will be the benefit to the child of receiving a short-term reduced timetable?

How will any impact on them be monitored?

Views of parent/carer:

Partnership working

Partnership working	Name	Role in supporting the child to access their entitlement
Key person (in school)		
Parent/carer		
Other agencies (name		
agency)		

This plan should be regularly reviewed, at least every 6 weeks



Please consider the requirements of the General Data Protection Regulation when gathering and submitting information via this form, and ensure that as a school you have gained the required consents in line with GDPR to be able to share this information.



