



*Small School Big Learning*

## Risk Management policy

### RATIONALE:

Risk is intrinsic to our world and therefore, the management of risk and recognition of opportunities are integral to achieving our vision, mission and goals and delivering on our strategic plan.

Risk management is everyone's responsibility and must be considered in all planning and implementation at Yering Primary School. Risk understanding and our tolerance for risk will be key considerations in our decision-making. In the areas of wellbeing, financial management and governance, our tolerance for risk is low but this does not mean a culture of risk aversion as we strive to achieve our vision.

This policy recognises systematic risk management is integral to good management and effective governance required of a school. Through proactive management of risks and opportunities, Yering Primary School aims to improve decision-making and outcomes.

Risk will manifest itself in most activities and endeavours we undertake including delivering key learning outcomes, supporting wellbeing, maintaining finances and infrastructure and building our reputation.

By asking "What if ..." questions and thorough planning, risk can be reduced or diminished. Through these processes we will foster success and be better prepared to respond if (or when) the risks materialise.

### GUIDELINES:

As the Secretary states in his foreword on the Department's Risk Management Policy, "**Risk management is everyone's responsibility and must be wired into all planning and implementation.**" All Primary School staff are specifically responsible for identifying and for managing risk within their areas of responsibility.

Risks must be balanced against our goals and our community's expectations when making decisions on whether or not they are acceptable. The benefits must far exceed any associated risks in any given situation. The effort expended on risk management should be proportional to the risk and we must at least identify, communicate and consult on risks to be able to assess how much effort to expend. Resources used to manage risk should also be equal with the risks and legislative requirements.

Risk management must be integrated into all planning. When activities occur spontaneously or plans change risk management may become even more important and must be considered. Any risks which cannot be mitigated below 'High' must be immediately brought to the Principal's attention, i.e. if the residual risk is 'High', inform the Principal and consider stopping the activity. Additionally, where the residual risk is 'Medium', staff should consider whether they have responsibility for the activity and the authority to accept the risk.

### IMPLEMENTATION

Yering Primary School will utilise the Department's Enhanced Risk Management Framework adopting and using the procedures, guidelines, language and tools which can be accessed through the Edugate Risk Management site at: <https://edugate.eduweb.vic.gov.au/Services/Policies/Pages/Risk.aspx>

Risks are to be assessed using the Department's guidelines unless agreed otherwise by School Council.