



# Shires MAT

## Risk Management Policy

**Summary of Policy:** The Risk Management Policy forms part of the organisation's internal control and governance arrangements. It is designed to provide assurance that the organisation has adopted best practice in this area, as advocated by the Turnbull Report on internal control of companies and in other parts of the education and voluntary sectors and to meet Department for Education/ESFA expectations.

**Approved by the Trustees (Audit and Risk Committee) on 24 November 2020**

**Ratified by Trust Board on 12 February 2021**

..... **Chair of Trustees**

**This policy will be reviewed annually on or before 4 May 2022**

Date of Creation:	24/11/2020
Date of last update Next Update due:	New On going - A&R Committee agenda item
Checked for compliance?	DDA Race Equality
Policy Originator/Contact:	Carol Williams
Line Management Responsibility:	SBM
Approved by:	Governing Board / Board of Trustees



## Risk Management Policy

### Purpose of the Policy

1. Taking risk management seriously is a priority for Shires Multi Academy Trust. The Risk Management Policy forms part of the organisation's internal control & scrutiny and governance arrangements. It is designed to provide assurance that the organisation has adopted best practice in this area, as advocated by the Turnbull Report on internal control of companies and in other parts of the education and voluntary sectors and to meet expectations of the Department for Education/ESFA as detailed in the Governance Handbook and Academies Financial Handbook.
2. The policy explains the organisation's approach to risk management to ensure its effective operation.
3. The policy should be read in conjunction with the School's / Trust's Risk Management Strategy which sets a framework for the management of risks and identifies roles and responsibilities of Shires Multi Academy Trust staff in the management of those risks.

### Aims and approach to risk management

The School/Trust has a Risk Management Strategy which aims to:

1. Identify and evaluate risks which could prevent the Trust from achieving one or more of its strategic aims and objectives and delivery targets or make their achievement substantially more difficult.
2. Assess the likelihood of such risks occurring (high, medium, low) and the potential impact of such occurrences with particular reference to the areas of finance, reputation and planning/operations.
3. Enable decisions to be taken on how much risk to accept, the actions/controls applied to avoid or mitigate the likelihood of such circumstances arising, to transfer risk or insure against the consequences and assign responsibility for implementation.

The following key principles outline the Trust's approach to risk management and internal control in pursuing the aims set out above:

1. The Trust has responsibility for overseeing risk management within the institution as a whole.
2. The Trust carries out this responsibility through its Audit and Risk Committee.
3. An open and receptive approach to solving risk problems is adopted by the Trust.



4. Key risk indicators are identified and closely monitored on a regular basis at a departmental level. The departmental and Trust wide risk register are updated on a monthly basis.
5. Senior Leaders in each school review the Trust's Risk Register and Action Plan on a monthly basis and it is a standing item of all Sub Committees.
6. The Trust makes conservative and prudent recognition and disclosure of the financial and non-financial implications of risks.
7. The Trust uses a weighted scoring for all identified risks, early warning indicators, milestones on actions and details sources of assurance over the controls in place, relevant to each identified risk.
8. All colleagues within the institution are encouraged to be involved in the risk management process by the reporting of risks through the risk template for both college wide and departmental risks. The Trust aims to ensure that its Risk Management Policy and Strategy is fully embedded across the institution.
9. The Trust must have procedures for whistleblowing, to protect staff who report individuals they believe are doing something wrong or illegal. Staff should know what protection is available to them if they report someone, what areas of malpractice or wrongdoing are covered in the Trust's whistleblowing procedure, and who they can approach to report a concern. The Trust must ensure all concerns raised with them by whistle-blowers are responded to properly and fairly.

### **Additional Information and Resources**

#### **Academies Financial Handbook**

For academy members, trustees, accounting officers, chief financial officers and auditors

<https://www.gov.uk/guidance/academies-financial-handbook>

#### **Governance Handbook**

For academies, multi academy trusts and maintained schools

<https://www.gov.uk/guidance/academies-financial-handbook>