

## ETON ACADEMY

### Risk Assessment Policy

Version Control	
Implementation Date	March 29, 2024
Next Review	March 2025

#### 1. Purpose

This policy outlines Eton Academy's approach to managing risks within all areas of its operations. Our aim is to identify, assess, and address risks systematically to ensure the safety and well-being of all employees, contractors, and stakeholders, and to support the Academy's operational and strategic objectives.

#### 2. Scope

This policy is applicable to all Eton Academy employees, contractors, and stakeholders. It covers risk assessments related to any activities, processes, and projects undertaken by the Academy.

#### 3. Principles

Eton Academy commits to the following principles in our risk assessment efforts:

**Proactivity:** We prioritize early identification and evaluation of potential risks to prevent incidents and reduce harm.

**Inclusivity:** We involve relevant stakeholders in the risk assessment to ensure a variety of perspectives are considered.

**Continuous Improvement:** We regularly update our risk assessments to adapt to new challenges, technologies, and external conditions.

**Compliance:** All risk assessments will adhere to applicable laws, regulations, and industry standards.

**Transparency:** We communicate openly about risks and their mitigation across the organization.

#### 4. Responsibilities

##### 4.1 Leadership and Management

- Endorse and facilitate the risk assessment processes.
- Allocate resources for conducting risk assessments and implementing mitigation strategies.
- Foster an organizational culture that emphasizes risk awareness and responsibility.

##### 4.2 Employees and Stakeholders

- Engage in risk assessments and contribute valuable information.
- Promptly report potential risks and incidents.
- Follow through on measures identified to mitigate risks.

#### 4.3 Risk Assessment Team

- Lead the coordination and execution of risk assessments throughout the Academy.
- Ensure consistency in how assessments are performed and communicated.
- Keep comprehensive records of all risk assessments and actions taken.

#### 5. Risk Assessment Process

Identification: Spot potential hazards, threats, or opportunities tied to the Academy's activities or projects.

Assessment: Determine the likelihood and impact of each identified risk.

Mitigation: Formulate and apply strategies to minimize the risks identified.

Monitoring: Continuously monitor and revisit risk assessments to ensure they remain relevant and effective.

#### 6. Documentation

Document all aspects of the risk assessment process, including:

- Risks identified and their detailed descriptions.
- Evaluations of risk likelihood and impact.
- Strategies and measures for risk mitigation.
- Assignments of responsibilities and timelines for actions.

#### 7. Review and Revision

This policy will be reviewed annually and revised as necessary to stay aligned with changes in Academy operations, regulatory requirements, and best practices.

#### 8. Training and Awareness

Eton Academy commits to training all relevant parties on the risk assessment process and the critical role of risk management in our operations.

#### 9. Compliance

Non-compliance with this Risk Assessment Policy can lead to disciplinary actions, including possible termination of employment or contracts.