



THE DOWNS SCHOOL
& SIXTH FORM



COMPTON
CofE PRIMARY SCHOOL

Summit Education Trust Risk Management Policy

Date of last review: April 2026

Date of next review: April 2027

Version: 1

Monitoring and Evaluation:

This policy will be reviewed and monitored annually by the Finance, Audit and Risk Committee

**The Summit Education Trust is committed to the safeguarding
and welfare of its students and young people**

Purpose

This policy sets out Summit Education Trust's (The Trust) approach to identifying, assessing, and managing risks to ensure compliance with the Academy Trust Handbook (ATH), DfE Governance Handbook and Charity Commission guidance to ensure effective governance.

The risk management framework supports the Trust Board in meeting its statutory duties to:

- safeguard public funds,
- maintain effective oversight of strategic, operational, financial, and compliance risks, and
- ensure the long-term sustainability and resilience of the Trust.

Scope

Applies to all academies, staff, trustees, and committees within The Trust.

Roles & Responsibilities

Trust Board

Oversee risk management framework and approve policy.

- Holds ultimate responsibility for the Trust's risk management framework.
- Approves the Risk Management Policy.
- Reviews strategic risks at least annually and receives termly assurance from FARC.
- Ensures risk management informs strategic planning, resource allocation, and decision-making.

Finance, Audit & Risk Committee:

Monitors risk register and mitigation actions and oversee the risk management system on behalf of the Board

- Provides detailed oversight of risk management on behalf of the Board.
- Reviews Trust-level and academy-level risk registers termly.
- Challenges the effectiveness of mitigation strategies and the accuracy of risk scoring.
- Monitors compliance with the Trust's Financial Regulations.
- Receives updates from internal scrutiny and external audit and ensures findings feed into the risk register.

Chief Executive Officer (CEO) & Chief Financial Operations Officer (CFOO) and Director of Primaries (DOP)

Ensure implementation and reporting.

- Holds delegated responsibility for embedding effective risk management across the Trust.
- Ensures risk identification and mitigation are integrated into leadership discussions, school improvement planning, and operational processes.

This policy operates alongside the Trust's Financial Regulations and Scheme of Delegation.

Risk Appetite of Trust

The Trust has a risk-averse appetite. Trustees recognise that effective risk management supports strong governance, financial sustainability, regulatory compliance and improved outcomes for pupils.

The Trust accepts that an appropriate and managed level of risk is necessary to achieve its strategic objectives; however, it has a low tolerance for risks that could compromise pupil safety, financial viability, statutory compliance, or public confidence.

Risk appetite is formally reviewed and approved annually by the Board of Trustees and following any significant strategic, operational, or regulatory change.

Trust Leaders will propose a risk appetite statement for Board approval on an annual basis.

Risk Management Process

Identification

Risks identified through audits, planning, and operational reviews.

Risks may arise from:

- strategic planning
- financial management and budget monitoring
- safeguarding
- HR and workforce capacity
- estates and health & safety
- curriculum and outcomes
- IT, cyber security, and data protection (GDPR)
- external audit or internal scrutiny findings

- regulatory changes (e.g., ATH, Ofsted)

Risks are captured in the Trust's standard risk register template.

Risks should be tagged for relevance – e.g. Trust; Primary / Secondary; or for individual academies

Assessment

Risks scored by likelihood and impact.

Each risk to be assigned High; Medium; or Low score for each of likelihood and impact

Mitigation

Action plans developed for high and medium risks.

For each risk, the register must record:

- key controls already in place,
- required mitigation actions,
- responsible owner,
- target completion dates.

High and medium risks require action plans with defined milestones.

Reporting and Review

- Termly risk register review by Finance, Audit & Risk Committee.
- Academy-level registers are reviewed at least termly by the Headteacher / DOP (with relevant SLT).
- A consolidated Trust-wide risk register, including Trust-level strategic risks, should be produced by the CFOO/CEO.
- Finance, Audit and Risk Committee review the register termly and provides assurance to the Board.
- Material changes or emerging risks must be escalated immediately.

Review Cycle

Continuous monitoring by Senior Leadership Team.

- Continuous monitoring by the Senior Leadership Team.
- Termly assurance reporting to FARC.
- Annual Board review of overall risk management framework.
- Internal scrutiny reports feed into updates.