

Risk Management Policy

Title	Risk Management Policy
Author	CFO
Approved by	Trust Finances and Resource Committee
Issue date	Dec 2021
Review date	Dec 2022
Links to other procedures	<p>This policy has been adopted by the Board of Directors of the South York Multi Academy Trust and applies to all schools that make up the Trust. This policy applies to each school operating within the South York Multi- Academy Trust unless specific conditions and applications are identified within this policy.</p> <p>This policy will be monitored regularly by the Multi Academy Trust Board in line with the agreed timetable for policy review or sooner as events or legislation changes require.</p>

Risk Management Policy

Principles and context

Systematic **risk management** – the identification, assessment, mitigation, monitoring and reporting of risks based on their likely impact on organisational objectives – is common practice for many types of organisation and is mandatory for some, including larger charities¹. A **risk register** is a commonly used tool for risk management, helping organisations to track and manage risks judged to have significant impact.

The 2019 Academies Financial Handbook includes the following statement (para 2.36):

*The trust **must** manage risks to ensure its effective operation and **must** maintain a risk register.*

This policy describes how the South York Multi-Academy Trust (“the Trust”) will meet those requirements. It draws on guidance from the E&SFA at <https://www.gov.uk/government/publications/academy-trust-financial-management-good-practice-guides/academy-trust-risk-management>.

Individual school risk management processes should align with the process described here, with risk registers used to track risks and mitigations as they apply at individual school level.

The risk register

- The CFO is responsible for managing the risk register and co-ordinating monitoring tasks, ensuring agreed remedies are implemented and highlighting exceptions.
- The Trust Finance and Resources Committee (FRC) is responsible for oversight of the management of the risk register, and for revisions to this policy to ensure that oversight is effective.
- The register will contain at least a description, category, estimated likelihood, impact and overall rating for each recorded risk, along with a description of remedies or controls agreed and a Trust committee assignment.
- Any trustee or executive member of the Trust who becomes aware of a significant risk to the Trust’s successful operation should raise it with the CFO at an appropriate time. The CFO will agree whether and how to represent the risk on the register with the raising party, consulting as appropriate. They may also decide to add the risk to the appropriate Trust committee agenda.
- Risks identified at school level with Trust-level impact should be escalated by the head teacher or responsible executive member to the Trust CFO, as per the previous paragraph.

Regular reporting

- The CFO will report on progress on top-rated risks and significant changes to the status of risks on the register under a standing item on the agenda for Board meetings.

Review cycle

- The FRC will review the risk register at least annually, scrutinising the whole register, considering the effectiveness of remedies and controls in place, and agreeing revisions or

¹ See https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/589944/CC26.pdf section 3

additional remedies where appropriate. The Standards, Curriculum and Governance Committee and Church Schools Development Group will each provide a delegate to represent their respective interest in the risks under scrutiny. The review will also seek to identify and fill gaps in the register.

- Following the FRC review, with sufficient time allowed for agreed revisions and remedies to be acted on by the Trust executive, the Board will consider and accept the register in summary form, presented by the FRC chair and CFO.