



GLENDALÉ
INTERNATIONAL
SCHOOL

Risk Assessment Policy

Version History

Ver. No.	Authors	Date	Reviewer	Next Review Date
1.0	Jasmit Kang, Principal	September 2023	Amol Vaidya	August 2024



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1. Introduction

This Risk Assessment Policy outlines the framework and procedures to identify, evaluate, and manage risks within the Glendale International School in Dubai. The primary goal is to ensure the safety and well-being of students, staff, and visitors while maintaining the integrity of academic operations.

2. Purpose

The purpose of this policy is to:

- a. Identify potential risks that may impact the school's operations, assets, or individuals.
- b. Evaluate the likelihood and potential consequences of identified risks.
- c. Implement measures to mitigate, transfer, or accept risks.
- d. Ensure continuous monitoring and review of risk management processes.
- e. Foster a culture of risk awareness and responsibility among all stakeholders.

3. Scope

This policy applies to all aspects of the Glendale International School, including but not limited to academic, operational, financial, and reputational aspects.

4. Risk Identification

Risk identification will be an ongoing process involving all stakeholders. Regular risk assessments will be conducted, considering internal and external factors. The following sources will be considered:

- a. Physical Hazards: Facilities, equipment, and infrastructure.
- b. Operational Risks: Academic processes, transportation, and extracurricular activities.
- c. Human Factors: Student behavior, staff competence, and external threats.
- d. Environmental Risks: Climate, location, and natural disasters.
- e. Technological Risks: Information systems, cybersecurity, and technological failures



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5. Risk Evaluation

Risk evaluation involves assessing the likelihood and potential impact of identified risks. A risk matrix will be utilized, considering:

- a. Likelihood: Rare, Unlikely, Possible, Likely, Almost Certain.
- b. Consequence: Insignificant, Minor, Moderate, Major, Catastrophic.

6. Risk Mitigation

Once risks are identified and evaluated, appropriate measures will be implemented to mitigate or eliminate the risk. This may involve:

- a. Implementing safety protocols and procedures.
- b. Providing training and awareness programs for staff and students.
- c. Securing insurance coverage for potential financial risks.
- d. Regular maintenance and inspection of facilities and equipment.
- e. Developing contingency plans for emergencies.

7. Monitoring and Review

A continuous monitoring process will be established to track the effectiveness of risk mitigation measures. Regular reviews will be conducted to update the risk assessment based on changing circumstances.

8. Communication

Effective communication is crucial for a successful risk management program. All stakeholders will be informed of potential risks, mitigation measures, and any changes to the risk landscape.

9. Reporting

Incidents, near misses, and changes in risk status will be reported promptly. A designated individual or committee will be responsible for coordinating and documenting these reports.





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10. Training and Awareness

Regular training programs will be conducted to ensure that all staff members are aware of the risks and the measures in place to manage them. Students will also be educated on safety protocols.

11. Legal and Regulatory Compliance

The school will comply with all relevant local, national, and international laws and regulations related to risk management, safety, and security.

12. Conclusion

This Risk Assessment Policy is a dynamic document that will be regularly reviewed and updated to adapt to the evolving nature of risks and the school environment. The commitment to a proactive risk management approach will contribute to a safe and secure learning environment at the Glendale International School School in Dubai.



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