

9 - Finance

NOTES

- All pre-populated risks / solutions are suggestions only. Please amend / add to for your setting
- All identified risks must have Current and Future risk scores completed
- Do not delete data in columns I or M as these are formulas
- Do not add rows as the formulas will not be included
- Do not enter any information below the bottom of the table
- There are blank rows added at the bottom to add additional risks in
- The Overall Risk analysis provides a count of all overall risk levels currently and following mitigating actions
- The Risk breakdown analysis provides a count of all individual risk likelihood / severity scores currently and following mitigating actions

RISK OVERALL

CURRENT:			
LOW (1-4)	MEDIUM (5-12)	HIGH (13-25)	OVERALL
1	1	0	8.00
			MEDIUM

FUTURE:			
LOW (1-4)	MEDIUM (5-12)	HIGH (13-25)	OVERALL
1	1	0	6.50
			MEDIUM

RISK BREAKDOWN

CURRENT:					
	1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very high
Likelihood	0	1	0	1	0
Severity	0	1	1	0	0

FUTURE:					
	1 - Very low	2 - Low	3 - Medium	4 - High	5 - Very high
Likelihood	0	1	1	0	0
Severity	0	1	1	0	0

Formulas
Don't delete

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Don't delete

Description of the risk / Hazard / Challenge	Who is at risk of harm	How would these groups be harmed?	What EXISTING controls or mitigations are in place today?	Considering existing controls / mitigations, please assess CURRENT Risk Level (1 - 5)		OVERALL CURRENT RISK level 1 - 25 (fills automatically)	What FURTHER actions will you take to control / mitigate the risk?	Following completion of further actions, please estimate EXPECTED risk level (1 - 5)		OVERALL FUTURE RISK level 1 - 25 (fills automatically)	Assigned person to complete further actions	Planned / Actual Completion date	RAG Status of Further Actions	Comments / Notes	Links to relevant guidance / documents / sources of support
				Likelihood / prevalence of risk occurring	Severity of Risk if it occurs			Likelihood / prevalence of risk occurring	Severity of Risk if it occurs						
Unexpected over spend due to COVID-related costs not budgeted for	Staff and children	Reduction in carry forward leading to instability of budget	None	4 - High	3 - Medium	MEDIUM	Monitor staffing cover monthly as well as additional cleaning costs to understand where over spends are looking likely. Where possible, cover staff illness with existing staff to reduce impact on budget.	3 - Medium	3 - Medium	MEDIUM	HT and SBM	ongoing till end of financial year 2021/22			
Governors unaware of potential impact of full time attendance in September on 2020/21 budget.	Staff and children	Reduction of carry forward leading to instability of budget	Termly finance meetings	2 - Low	2 - Low	LOW	HT/SBM to keep governors fully informed of impact on budget that Covid-19 is having. Finance governors, LA Finance Officer and relevant staff to include potential new costs in budget updates each term.	2 - Low	2 - Low	LOW	HT and SBM	ongoing till end of financial year 2021/22			

END OF TABLE - DO NOT ENTER INFO BELOW HERE