

Risk Assessment

Area	People	Date	01/10/2024	Assessment number	P/Pat/R1 - R3
Staff responsible	CIC	Review Date	01/10/2025		

Task

People - Patient Protection

				Risk Rating								
Risk Number	Risk Description	Effects/ Impact on	Existing controls	Impact (I)	Likelihood (L)	Rating	Further action required/ action plan	By Whom	Date	Cross reference categories	Risk with Mitigation	Update
1	Loss of service - clinic closure (one or both sites	Patients/ Students and staff- impact on finance and college business and potentially if total closure, the ability to trade.	Compliance with external auditors (GOSC, validators, GDPR, H & S, OFS) Internal protocols adhered to, external compliance is checked. Ability to respond to varying opening demands at each location	Medium (3)	Possible (2)	Medium (6)	Consultation Monitoring of change to clinic opening times at B/W campus	Consultant	Aug -Nov 24	Student Protection Plan and P/Stu/R8	Medium	Complete Nov 24 Monitoring Opening change from Feb 2025
2	Safety failure - Injury physical or psychological (inc vulnerable adults/ children)	Patients/ Students and staff- impact on finance and college business and ability to trade. College reputation in HE and with regulators	Protocols. Policies, monitoring of compliance, registered tutors, insurance, externally audited.	High (4)	Possible (2)	High (8)	None			Prevent and vulnerable adults/ children	Low	
3	Failure to safeguard data	Patients/ Students and staff- impact on finance and college business and ability to trade. College reputation in HE and with regulators	Protocols. Policies, monitoring of compliance, registered tutors, insurance, externally audited.	Medium (3)	Possible (2)	Medium (6)	None			GDPR risks	Low	

Risk Assessment

Area

People

Date

01/10/2024

Assessment number

P/sta/ R1 -R2

Staff responsible

Principal

Review Date

01/10/2025

Task

People - Staff Protection

Risk Number	Risk Description	Effects/ Impact on	Existing controls	Risk Rating			Further action required/ action plan	By Whom	Date	Cross reference categories	Risk with Mitigation	Update
				Impact (I)	Likelihood (L)	Rating						
1	Failure to provide appropriate conditions of service that comply with HR, H & S, GDPR etc	Ability to recruit and retain quality staff. Impact on student recruitment and retention and quality of programme and reputation on HE front- impacts on validation and RQ status	HR and H&S consultants and monitoring. Policies and practices documented. External auditors. Contracts.Staff development and progression. Pay review. Employee handbook with policies including complaints and grievances. Appropriate insurance cover. Exit interviews QRB processes.	Medium (3)	Possible (2)	Medium (6)				Regulation & Compliance	Low	
2	Failure of Governance and management systems	Ability to recruit and retain quality staff. Impact on student recruitment and retention and quality of programme and reputation on HE front- impacts on validation and RQ status	Recruitment processes, vetting procedures for applicants, college committee structures and external auditing processes of governance and finance systems. Internal QA analysis. Ongoing annual external agency monitoring ie. GOsC, OfS.	High (4)	Possible (2)	High (8)	Timely recruitment of new governors reflective of the College community/stakeholders	The BoG	end of 2024-5		Medium	New recruitment options & site search - Aug/Oct 2024