

Risk assessment



Company name: Arrow Care Training Ltd

Date of risk assessment: January 10th 2022

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to control this risk?	Action by who?	Action by when?	Done
Terrorist Attack	<ul style="list-style-type: none"> Staff Visitors Learners Other Professionals During work time or in own time	<ul style="list-style-type: none"> Key-coded entrance with a call system in-place Staff are aware not to let people in claiming to be visiting other companies. All staff have completed and updated Prevent training and have a full understanding of what to do should they feel that someone is being radicalised or the possible threat of a terrorist attack. Posters are visible in the office to remind people of the Prevent strategy. Health and Safety policy has been reviewed and updated to include the Prevent strategy. Staff have seen the Citizen Aid app and fully understand what they would need to do if they were in a terrorist attack to safeguard themselves and others if safe to do so. Learners are informed of Prevent on sign-up and staff discuss this at intervals throughout the learner's programme. Learners and staff complete the E-learning module via the Home Office website 	<ul style="list-style-type: none"> Keep learners and employers updated on any Government changes. Encourage learners and employers to view the Citizen App. Encourage employers to have a Prevent policy in-place and share with employees Encourage employers to include Prevent awareness into their own induction Display Prevent posters in their premises Display the Prevent coordinator contact details in the office for easy access 	<ul style="list-style-type: none"> Dianne Taylor to cascade this risk assessment to all staff. All staff to cascade to the employers they work with <ul style="list-style-type: none"> Staff to send posters to the employers Staff to arrange for the learners and themselves to access the e-learning module via the Home Office website 	February 2022 with updates as required February 2022 Within 2 months of the learner commencing their apprenticeship programme	Yes Yes Ongoing due to learners start dates

Radicalisation	<ul style="list-style-type: none"> • Staff • Visitors • Learners • Other Professionals 	<ul style="list-style-type: none"> • Information is cascaded to employers and learners and advice given regarding behaviours, concerns to look out for • Contact information for the Prevent co-ordinators are available should they have any concerns 	<ul style="list-style-type: none"> • Display information of links that may be useful and others in our Office block 	Nicola Starrs	March 2022	
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