

Assurance Map

Cluster – Education Service

Cluster Risk Register Risks:

1. **Education - Demographic demands** - Growing demographic demands result in service delivery pressures
2. **Child Migration** – Risk that there is insufficient resource to meet demand and that this compromises the care protection and wellbeing of children and their families

| First Line of Defence (Do-ers) | Second Line of Defence (Helpers) | Third Line of Defence (Checkers) |
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| <ul style="list-style-type: none"> • Trained and qualified staff • School Leadership Team oversight and quality assurance of day to day operations and finances in school • School health and safety procedures agreed annually • All staff involved in school risk assessment process • Designated school Health and Safety Reps • Risk assessments shared with all staff including Trade Union reps • School risk registers in place in all schools with effective mechanisms in place for review and escalation • School Business Continuity Plans in place • Tracking and monitoring arrangements in place in all schools to track attainment • School positive behaviour management procedure agreed yearly • School child protection and safeguarding procedures agreed yearly • Yearly analysis of school community data to inform the school improvement plan | <ul style="list-style-type: none"> • CMT Boards • Council Committees • Health and Safety guidance for schools • Identified health and safety team link for all schools • Child protection and safeguarding guidance and professional learning available to schools • Range of policies/procedures for schools to support consistent practice • Quality Improvement Framework setting expectations around accountability • Quality Improvement Visits to schools and Early Learning and Childcare provision • Quality Improvement Team monitoring of live data • Service Business Continuity Plan • Monitoring of complaints • Improvement groups comprising central Officers and school staff identify and address emerging risks • Weekly Trade Union meetings • Engagement with Parents and Carers • Data dashboard and Risk Register discussed fortnightly by Senior Leadership Team | <ul style="list-style-type: none"> • Education Scotland inspections • Care Inspectorate Inspections • HSE inspections • Health and Safety Team compliance visits to schools • ECMT data reviews • External Audit • Monthly budget print outs • Annual Internal Audit Plan • Audit Scotland and National Audit reports • Internal Audit – School Estate and Pupil Security – March 2022 |

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| <ul style="list-style-type: none">• Regular review of applications for school placements in order to identify emerging trends• Regular meetings with Higher Education to understand demand for school placements from international students• Calendar of data gathering around the health and wellbeing needs of pupils• Monitoring of levels of vacancy in schools and ELC provisions• In-service days and staff meetings to address any identified vulnerabilities | <ul style="list-style-type: none">• Regular finance meetings with Senior Leadership Team• Assurance Team• Regular contact with ADES and COSLA | |
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