



Deddington Primary School –Site Security Risk Assessment. Updated September 2025

KEY AREA / RISK	WHO MAY BE AT RISK?	RISK RATING BEFORE CONTROLS	CONTROL MEASURES	CONTROL MEASURES USED BY	RISK RATING AFTER CONTROLS.
Unwanted / unknown people within the school building.	Pupils Staff	Medium	<ul style="list-style-type: none"> Any / all open doors and gates are supervised by a member of staff during drop off and collection times. All staff and visitors sign in at reception and wear a clear identity badge. Anyone on site without a badge is challenged when seen. Headteacher checks all entrance doors and gates to ensure that they are shut and locked at 9am and by 3.20pm. The main point of access during the day is locked with a buzzer to reception. Office staff have a clear line of sight to see who is at the reception door. Signage ensures visitors only approach reception. All internal doors leading from reception have a magnetic key fob security system. Anyone who enters the reception area is unable to access the office, staffroom or corridor. 	Staff	Low
Unwanted / unknown people on our school site.	Pupils Staff	Medium	<ul style="list-style-type: none"> Any / all open doors and gates are supervised by a member of staff during drop off and collection times. All staff and visitors sign in at reception and wear a clear identity badge. Anyone on site without a badge is challenged when seen. Headteacher checks all entrance doors and gates to ensure that they are shut and locked at 9am and by 3.20pm. High green fence and gates separates the top field from the rest of the site. The gate remains closed and locked unless children are using the top field in a fully supervised activity or break. A site risk survey led to new fencing being installed to secure all potential access points to the site. New fencing being installed on bungalow wall by F1 / F2. Kitchen deliveries via the Year 3 and 4 door are fully supervised with a door bell system and adults ensuring the door remains secure at all times. Lockdown procedure in place with lockdown drills every year. 	Staff	Low



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<p>Unwanted / unknown people on site due to the nature of the more open access on the top field.</p>	<p>Pupils Staff</p>	<p>Medium</p>	<ul style="list-style-type: none"> 1.8m fence between the top field and the middle field. This includes the side of the forest school area. The gate in this fence remains closed and locked unless children are using the top field in a fully supervised activity or break. Break and lunch play as well as PE sessions on the top field are fully supervised by more than one adult. All adults have walkie talkies to contact the main school building if needed. Children know not to go near the side boundaries, hedges and to report to an adult if a football or piece of equipment goes into a hedge. 	<p>Staff</p>	<p>Low</p>
<p>Unsupervised adults on the school site due to the independent F2 setting on our grounds.</p> <p>Risk of F2 parents or an unwanted adult being unsupervised on the path to F2, potentially gaining access to the school building if the Year 1 / 2 corridor door is open.</p> <p>Unsupervised adults coming in to contact with pupils on the path. (Pupils going to the toilet at lunch time for example.)</p> <p>The above risks also apply to the F2 wrap around care provision.</p>	<p>Pupils Parents Staff</p>	<p>Medium</p>	<ul style="list-style-type: none"> The main red gate by reception is used by F2 parents during school drop off and collection times. This is supervised by school staff when it is open. Outside of school hours, F2 parents use the bell on the back red gate. This is fully supervised by F2 staff and is kept locked. Adults on site are supervised at all times. The side red gate can no longer be held open as the latch has been removed. If a parent drops off or collects a child during lunch, F2 staff will open the back red gate and supervise the adults on site at all times. When the back gate is used for parents and children to leave, it will be supervised by F2 staff. Staff will check to ensure all gates and entrances are securely shut after they have been used. <p style="color: #008000;">Key safety principles to protect all children and adults on the school site.</p> <ul style="list-style-type: none"> All entrances and exits must be supervised by a member of staff. The red gate will no longer be remotely opened via the intercom system. Both red gates must be supervised by a member of staff when opened. There will be no unsupervised adults walking up and down the path between either red gate entrance and F2 at any point. Staff will ensure all gates are securely shut and secured after they have been opened. The Headteacher will check the red gate at various times during the time to ensure it is securely shut. 	<p>F2 and school staff</p>	<p>Low</p>