



Responsible Office: Office of Human Resources, Department of Risk Management

BOARD POLICY 7300
RISK MANAGEMENT

PURPOSE

The Board of Trustees (Board) recognizes that the aim of risk management is not to eliminate risk totally, but rather to provide the structural means to identify, prioritize and manage the risks of loss involved in all Washoe County School District (District) activities. It requires a balance between the cost of managing and treating risks of loss, and the anticipated benefits that will be derived. This Board Policy addresses unanticipated and unintended losses to human resources, financial assets, and property without unnecessarily limiting the activities that advance the District's missions and goals.

DEFINITIONS

1. "Liability" is defined as something for which one is obliged or responsible for.
2. "Risk" is defined as the possibility of suffering harm or loss.

POLICY

1. Safety
 - a. It is the intent of the District to make reasonable efforts to minimize accidents or incidents to students, employees, and the general public while on school district property. Reasonable efforts will be made to provide and maintain safe conditions of operation, both in the physical plant and equipment. Employees, volunteers, students/student families and visitors are expected to know and adhere to safe practices while on District property.
 - b. The District offices, divisions and departments shall be aware that it is necessary, from time to time, to gather data which will be useful in creating a safer environment and in providing a basis for corrective action.
2. Risk Control
 - a. The District shall establish, implement, and follow processes and procedures to assist employees in minimizing exposure to risk, including:

- i. Avoiding exposure to accidental loss by not undertaking functions, contracts, programs or activities where the potential loss is greater than the potential benefit to be derived from these undertakings;
- ii. Preventing loss by identifying loss exposures and implementing policies and procedures to reduce the risk of these losses occurring;
- iii. Transferring risk through third party waivers, hold harmless agreements and vendor contracting;
- iv. Transferring risk through personal liability, health, travel and life insurance;
- v. Preventing/controlling risk through training and supervision; and
- vi. Analyzing risk in a manner that considers the District as a whole, and not just by its individual schools and departments.

3. Review / Assessment of Risk

- a. The following areas will be regularly reviewed and assessed to ensure that office, division, and departmental procedures conform to Board policy and administrative regulations: Risk Management, Emergency Management, Occupational Health & Safety, and Public Safety.
- b. Ongoing risk assessments will be conducted to ensure that procedures adhere to Board policy and administrative regulations. These assessments will include school activities, as well as off-campus activities, student travel, and internships.
- c. Administrators are responsible for ensuring that District programs and activities are conducted in a manner that considers the risk of loss or injury. The Risk Manager will assist administrators to identify risks, perform analyses of the frequency and severity of potential risks, select the best techniques to manage risk, implement appropriate risk management techniques and staffing standards, and monitor, evaluate and document results

4. Department of Risk Management

- a. The Department of Risk Management is involved in maintaining the risk management policy. The Risk Manager and department members will meet periodically to consider matters involving risk and safety. Department members are responsible for providing advice and information

within their program areas to ensure the full performance of risk management functions.

5. Insurance Coverage

- a. The District shall maintain insurance coverage to adequately protect the properties and interests of the District and shall provide liability insurance coverage for Trustees and all employees of the District while acting within the scope of their duties as such.

LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS

1. This Board Policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. Title 53—Labor And Industrial Relations.
 - b. Title 57-Insurance.

REVISION HISTORY

Date	Revision	Modification
02/24/2015	1.0	Adopted: Merged Board Policy 3532, Insurance Coverage, and Board Policy 7520, Safety
09/13/2022	2.0	Revised: Clarify language, format per Board Policy 9070