



RISK ASSESSMENT: Creating & Maintaining Safe Environments

AREA OF RISK	RISK DESCRIPTION	MITIGATING ACTIONS	RESPONSIBILITY Name of Person	DATE to be completed	LIST PRIORITY
1. Unsafe environment within the parish/project for all	Having environments where children/adults are at risk to harm, abuse and exploitation.	Developing and Implementing a Safeguarding Policy. A policy provides clear guidance and demonstrates how you will ensure children/adults at risk are protected from harm, abuse and exploitation.			
2. Those to who the Policy applies - Screen - Training - Behaviour	Levels of contact/interaction staff have with children/adults at risk, is there a possibility that this staff member/volunteer could harm a child/young person/adult at risk? What background knowledge do you have on this person?	Child/adults at risk -safe recruitment and screening processes are essential to enable you to choose the most appropriate person for a position that involves contact with children/adults at risk a) Recruitment of staff/volunteers- Interview plan, documented reference and criminal record checks on staff and volunteers b) Staff have briefing/induction training on safeguarding c) Staff aware of the code of conduct and signed up to it d) Supervision Ratios d) Staff aware of how to report a concern			



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<p>3. Place & Physical Environment</p> <ul style="list-style-type: none"> - Fire exits -First Aid - Accommodation - Behaviour within the accommodation 	<p>Fire Hazard</p> <p>Accident requiring assistance/medical care</p> <p>Unsuitable/Unsafe accommodation resulting in accidents, ill-health and harm</p> <p>Inappropriate Behaviour/Abusive situation arising between male/female or older/younger child/adults at risk</p>	<p>a) Access to Fire Exits/Fire Prevention training, All staff/volunteers aware of how to deal with fire hazards</p> <p>b) First Aid supplies, personnel trained in first aid, access to medical care</p> <p>c) Meet criteria for safe, accessible accommodation</p> <p>d) Separate supervised accommodation for males and females.</p> <p>e) Separate, supervised accommodation for older youths and young children/adults at risk</p> <p>f) Develop Codes of conduct for the Children with the children.</p>			



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<p>4. Service & Programmes</p> <ul style="list-style-type: none"> - Supervision - Consent - Awareness/Education - Health - Organised activities; trips away 	<p>Harm to children/ adult at risk because of lack of adult supervision.</p> <p>Parents/Guardians unaware of whereabouts of children/adults at risk.</p> <p>Children/adults at risk unaware of their rights and their right to protection</p> <p>Parents/Guardians/Community unaware of children's rights</p> <p>Illness/Accident/Child/Adults at risk on Medication</p> <p>Harm to Children/adults at risk because of traveling away from home.</p>	<p>a) Adequate supervision of children/adults at risk during all activities (minimum 2 adults present)</p> <p>b) Consent from Parents/Guardians/Carers for child/adults at risk to attend services & activities.</p> <p>c) Information communicated with children/young people/adults at risk re rights and safeguards. Codes of Conduct for Children/Adults at risk</p> <p>d) Education/Awareness raising for Parents/Guardians/Community</p> <p>e) First Aid supplies/access to medical personnel and care</p> <p>f) Trips away: safe transport, insurance appropriate sleeping arrangements</p>			



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<p>5. Information/Communication</p> <ul style="list-style-type: none"> - Storage of personal information - Images of children/adults at risk -Social Media 	<ul style="list-style-type: none"> Confidentiality Breaches Inappropriate images of children/adults at risk Misuse of images of children/adults at risk Misuse of Social Media 	<ul style="list-style-type: none"> a) Adequate, protected storage of all personal data. b) Use of images with consent for the purpose c) Provide appropriate information on use of technology for staff/children/adults at risk d) Information for staff/volunteers on the use of images/information for personal social media 			
<p>6. Partners</p>	<ul style="list-style-type: none"> Contact with Children/adults at risk in parish/project. Safety of Children/adults at risk in parish/project 	<ul style="list-style-type: none"> a) Understanding of Safeguarding Policy b) Communication with Partners 			



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7. Associates - Consultants - Contractors - Service Providers	Contact with Children/adults at risk in parish/project.	a) Induction of Safeguarding Policy			
8. Harm to Children/Abuse of Children/Adults at risk	Children/adults at risk are vulnerable and at risk of harm.	a) Safeguarding Policy/Poster b) Named Safeguarding Person/s & Safeguarding Person c) Reporting Procedures d) Support services e) Awareness raising for Staff/Children/Parents/Guardians/Adults at risk			
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Priority Level:

Priority 1. High, This needs to be in place/actioned within a week.

Priority 2. Medium, This needs to be in place/actioned within two weeks.

Priority 3. Low, This needs to be actioned within one month.