

SAMPLE CHILD SAFEGUARDING RISK ASSESSMENT

Assessment of Risk for Young People (under 18 years) in accordance with the requirements of
Standard 1 of the *Safeguarding Children Policy and Standards for the Catholic Church in Ireland 2016 and*
section 11 of the *Children's First Act 2015*

NAME OF ACTIVITY _____ **LOCATION:** _____

Risk Identified	Procedure in place to manage risk identified	Risk Level
A child/young person could be harmed if an unsuitable person was recruited as a staff member or volunteer	Correct recruitment procedures, Reference checks Garda Vetting, Code of Behaviour for Adults Induction to all policies and procedures	Lo/Hi
In sacristy area before and after celebration of Eucharist - Access to young people by strangers, other adults	Safeguarding Policy and Procedures in place Supervision in Sacristy before and after Mass Ratios and supervision standards clearly stated Accident/Incident reporting procedures in place Complaints procedure in place	Lo/Hi
Liturgical Celebrations: First Communion, Confirmation - Photography, Video, Mobile phone	Only designated photographers allowed Mobile phones to be turned off	Lo/Hi
Attendance at Funerals during school hours - Access to young people by strangers, other adults	Permission sought from parent/guardian Organised accompaniment from school to Church and back to school	Lo/Hi
Abuse going unrecognised	Safeguarding Training / Information sessions Group Designated Liaison Person Reporting procedures in place	Lo/Hi
Staff/Volunteers not passing on information regarding concerns or taking appropriate action	Safeguarding Training / Information sessions Reporting procedures in place	Lo/Hi
Staff/Volunteers failing to report a retrospective disclosure of abuse	Child safeguarding training Reporting procedures in place Designated Liaison Person	Lo/Hi
Staff/Volunteers not maintaining appropriate boundaries or developing inappropriate relationship with young person Failing to report inappropriate behaviour that may or may not be listed in Code of Behaviour	Safeguarding Training Code of Behaviour for Staff and Volunteers Incident Reporting procedures Procedure in place for handling allegations of abuse against staff and volunteer Disciplinary Policy and Procedures in place	Lo/Hi
Mandated Person not passing on Information	Safeguarding Training Mandated Persons Training Designated Liaison Person Reporting Procedures in place	Lo/Hi

<p>A young person may be bullied during parish organized activities on parish premises or via social media</p>	<p>Rules in place for use of Parish Facilities Safeguarding Policy and Procedures in place Ratios and supervision standards clearly stated Accident/Incident reporting procedures in place Complaints procedure in place Designated Liaison Person</p>	<p>Lo/Hi</p>
<p>Activities/Outings A young person may be harmed if a group have failed to have in place robust processes for planning activities, trips and events at local, regional, national or international levels</p>	<ul style="list-style-type: none"> • Adequate number of supervisory adults present • Adequate planning and preparation by Activity organisers • Clear agreements on expectations and acceptable behaviour in advance • Permission for participation in activity received from parent/guardian • Information on particular medical conditions has been received and recorded by those organizing outing • Safety briefing for adults assisting in supervision • Safety instructions provided to young people • Assurance obtained from Activities Centre being visited that staff are competent to instruct and lead participants of the group's age range on the activity • Appropriately stocked first-aid-kit and trained first-aider available • Group should be easily identified – colour of tops etc • Head count by a designated person to be carried out before departure, after various activities and before return journey. • Young people made aware of action to take if separated from group • Supervisor(s) has fully charged and 'in credit' mobile phone • Emergency phone numbers must be held by trip organiser/supervisor • Contact details for On-Site Security should be available • Insurance cover • Current Driving Licence • Condition of vehicle(s) • Contact number of assistance in event of breakdown • Safety belts to be worn at all times while being transported • Safety belts should never be shared. • Weather conditions to be assessed prior to trip and appropriate procedures to be put in place re clothing, water proofs, hats, sun cream etc. 	<p>Lo/Hi</p>