



## Safeguarding Risk Assessment Form



### Standard 2 Nurturing a Culture of Safeguarding

This form will be held in accordance with the data protection policy of the Diocese of Kildare and Leighlin. The data entered will be used only for the purposes indicated on the form.

**This risk assessment is part of the child safeguarding statement which can be accessed on [www.kandle.ie](http://www.kandle.ie)**

1. This risk assessment seeks to identify any potential for Harm<sup>1</sup>, as defined in the Children First Act 2015, to a child while participating in activities organised by the parish of \_\_\_\_\_ and to ensure that adequate procedures are in place to manage identified risks.
2. It will be reviewed at least annually or as soon as practicable after there has been a new risk identified or any other relevant change.
3. 'Risk' in the context of this risk assessment is the risk of harm to children as defined in the Children First Act (2015).

Name of group/activity: \_\_\_\_\_

Date of risk assessment: \_\_\_\_\_ Date of review: \_\_\_\_\_

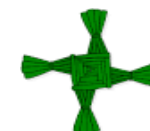
Person completing the risk assessment: \_\_\_\_\_ Role: \_\_\_\_\_

Others attending planning meeting: \_\_\_\_\_

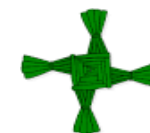
Harm<sup>1</sup> to a child means: 'assault, ill-treatment or neglect of the child in a manner that seriously affects or is likely to seriously affect the child's health, development or welfare, or sexual abuse of the child'



## Safeguarding Risk Assessment Form



Identified Risks	Controls/procedures in place to manage risk	Persons responsible
<p>A child/young person could be harmed, if an unsuitable person was recruited as a staff member or volunteer.</p>	<ul style="list-style-type: none"> <li>- Correct recruitment procedures are in place.</li> <li>- References are checked.</li> <li>- Garda Vetting is completed.</li> <li>- Code of Behaviour for Adults in place.</li> <li>- Adhere to guidance on supervision ratios by age.</li> <li>- Induction to all policies and procedures.</li> <li>- Avoid being alone in a room with a single child.</li> </ul>	<p>Parish Priest (PP). Group Leaders. Local Safeguarding Rep (LSR). Safeguarding Committee.</p>
<p>A child/young person could be harmed by a visitor to a Church, Parish or Diocesan Agency e.g. parishioner, stranger/member of the public, 3rd party worker.</p>	<ul style="list-style-type: none"> <li>- Visiting Clerics or Religious must have a certificate or letter of 'good standing'.</li> <li>- Code of Behaviour for Adults in place.</li> <li>- Reporting Procedures in place.</li> <li>- Adhere to guidance on supervision ratios by age.</li> <li>- Avoid being alone in a room with a single child.</li> <li>- Child Safeguarding representatives appointed in each parish.</li> </ul>	<p>PP. LSR. Group Leaders.</p>
<p>Failure to provide adequate supervision</p>	<ul style="list-style-type: none"> <li>- Adhere to guidance on supervision ratios by age.</li> <li>- Avoid being alone in a room with a single child.</li> <li>- Have clear supervision arrangements with accompanying leaders.</li> <li>- Provide parents &amp; children with safeguarding information.</li> <li>- Nominate an adult leader on every occasion.</li> <li>- Safeguarding training for staff.</li> </ul>	<p>Group Leaders. PP. LSR.</p>



## Safeguarding Risk Assessment Form

<p>Inappropriate Photography, Video, Mobile phone use</p>	<ul style="list-style-type: none"><li>- During Liturgical Celebrations such as First Communion or Confirmation, photography arrangements pre-arranged with the participating school. Only agreed photographers allowed.</li><li>- Mobile phones are requested to be turned off during the ceremony.</li><li>- Codes of Behaviour for Children &amp; Adults.</li><li>- Media Permission Form signed and completed by parents/guardians.</li></ul>	<p>PP. Parents/Guardians. Teacher/School Rep. LSR.</p>
<p>Risk of harm, or reasonable grounds for concern about child abuse, not being recognised or reported.</p>	<ul style="list-style-type: none"><li>- Personnel who have a role with children attend Child safeguarding training.</li><li>- Procedure for recognising, recording and reporting child safeguarding concerns (incl. reporting by mandated persons).</li><li>- Designated Liaison Person, Tusla and Gardai details displayed.</li><li>- Local Safeguarding Representatives in place.</li><li>- Information leaflets available.</li></ul>	<p>PP. DLP. LSR. Group Leaders. Parish Staff.</p>
<p>A young person may be bullied during parish organised activities on parish premises or via social media.</p>	<ul style="list-style-type: none"><li>- Code of Behaviour for children/young people in place.</li><li>- Safeguarding Policy and Procedures in place.</li><li>- Ratios and supervision standards clearly stated.</li><li>- Accident/Incident/complaints procedures in place.</li><li>- Lead contact person for young people identified.</li><li>- Designated Liaison Person contact details available.</li></ul>	<p>Activity Organisers. Children/Young People.</p>