



Diocese of Leeds Safeguarding Resource Pack - Form CaSE 3

Risk Assessment Form

The bullet points included in this form are examples to be considered under the headings in Boxes 1 - 5. A separate sheet including all five boxes, and the parish heading box below, should be completed using the guidance on pages 79 - 81 of the Safeguarding Resource Pack (The Parish Pack), and considering both the specific activity to be undertaken and the needs of the children, young people and vulnerable adults who will participate in the planned activity/event.

The separate sheet should be signed and dated by the person completing the risk assessment and attached to the Application for Approval Form CaSE 2. A review date for the assessment should be included.

Parish			
Activity/Event			
Date		Place	

1. What are the potential hazards?

- environmental - e.g. weather, terrain
- health - e.g. polluted water
- human and behavioural - e.g. violence
- activity - e.g. swimming
- travel - e.g. driving
- accommodation e.g. fire exit

2. Which groups of people are especially at risk from the potential hazards?

- children, young people and vulnerable adults
- event leader
- leaders

Consider also the impact of age, stamina and ability.

3. What information is available, or where can it be found?

- ensure sufficient supervision
- clear guidance to children, young people and vulnerable adults
- exploratory visit or research - to allow identification of unforeseen hazards

4. How will you cope with hazards not currently or fully controlled under box 3?

List hazards and the measures taken to control them, e.g.

- remove the hazard
- modify the design of an event, or supervise it more closely
- provide (further) training
- devise emergency procedures

5. How will you monitor hazards throughout the visit?

- share plans with leaders prior to the event
- during the event, continue to assess risk and take remedial action as required