

The Partnered Catholic Parishes of:

Sacred Heart Diamond Creek, St. Mary's Greensborough & St. Thomas the Apostle Greensborough North



Child Safeguarding: Risk Management Form

Use the Risk Management Procedure when filling out this Risk Management Form - fill out one of these forms for each type of activity.

Activity details →				
Activity details →	<p>What is the activity:</p> <p>Where is the activity held:</p> <p>Who is involved in the activity:</p> <p>When/how often is the activity held:</p> <p>Names of persons filling out this form:</p> <p>When was this form last updated:</p>			
Description of risk	Risk controls (list any existing, then new)	Likelihood	Who responsible	Implementation and maintenance
Describe the risk	How will this risk to children be eliminated or else minimised?	Likelihood of harm	Who responsible for controls?	How will controls be implemented and maintained?
Example: Outsiders may be present (friends of the families participating)	<p>Existing risk controls</p> <ul style="list-style-type: none"> • Children counselled not to talk to outsiders unless others close by <p>New risk controls</p> <ul style="list-style-type: none"> • Children kept in groups of at least 3 children (where possible) 	R	Person in charge and parents of children present	<ul style="list-style-type: none"> • Children and parents educated in code of conduct (by parents and teachers) and these risk controls • All incidents, concerns and significant breaches of the code of conduct & risk controls to be reported
	<p>Mandatory Risk controls (for coordinator & volunteers):</p> <ul style="list-style-type: none"> • Completed Induction training (& signed code of conduct) • Current Working With Children Checks • COVID vaccination up to date • Access to first aid kit • Phone contacts for parent/guardians of children 		Activity Leader	<ul style="list-style-type: none"> • Records (and first aid kit) checked periodically by Activity Leader, especially when new volunteer joins the team.

Description of risk	Risk controls (list any existing, then new)	Likelihood	Who responsible	Implementation and maintenance
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•
	Existing risk controls • New risk controls •			•

Description of risk	Risk controls (list any existing, then new)	Likelihood	Who responsible	Implementation and maintenance
	<ul style="list-style-type: none"> • 			
	<p>Existing risk controls</p> <ul style="list-style-type: none"> • <p>New risk controls</p>			<ul style="list-style-type: none"> •
	<p>Existing risk controls</p> <ul style="list-style-type: none"> • <p>New risk controls</p> <ul style="list-style-type: none"> • 			<ul style="list-style-type: none"> •
	<p>Existing risk controls</p> <ul style="list-style-type: none"> • <p>New risk controls</p> <ul style="list-style-type: none"> • 			<ul style="list-style-type: none"> •