

## RISK ASSESSMENT FOR EVENT AT ST FRANCIS OF ASSISI CHURCH WHERE CHILDREN AND/OR VULNERABLE ADULTS MAY ATTEND

It is important when putting on an event at church, to think about how children or vulnerable adults attending may be at risk and to consider how to address such risks. A vulnerable adult is one who is vulnerable by reason of mental or other disability, age or illness and who may be unable to take care of him or herself or unable to protect him or herself against significant harm or exploitation.

The risks at any particular event will depend on the style and nature of the event, those who will be attending, the type of activities taking place, the age of any children attending, and whether children will be accompanied and supervised by a responsible adult.

Completion of this form before any event should assist volunteers in avoiding risky situations or minimising risks. The completed document should be given to the parish priest. Whilst use of this risk assessment is voluntary for non-parish groups, such groups should be aware they are responsible for children and vulnerable adults at their event despite being on parish premises.

<b>Potential Risk</b>	<b>Is this a possible risk at our event? <i>If not, state why not. If yes, state the safeguarding measures you will operate to manage the risk or circle from the list in the next column</i></b>	<b>Safeguarding measures (circle those to be operated at your event)</b>	<b>Comments</b>
Could volunteers or entertainers pose a threat to children or vulnerable adults at the event?		Use safe recruitment practices  Think about layout of area, ensuring transparency	
Volunteers lacking awareness of safeguarding issues		Have a lead volunteer who can advise other volunteers  Make volunteers aware of policies	
Children or vulnerable adults not adequately supervised by a responsible adult because attending alone or got lost		Have a lead volunteer who can be the Safeguarder, who has been CRB checked, possibly with a badge so easily identified  Ensure all volunteers know who the Safeguarder is  Ensure all volunteers know what to do if find a lost child  Ensure have contact details for family for any unaccompanied children, speak to family re event	
Children or young adults coming into contact with		Take action to address adults who fail to behave responsibly, eg drink too	

strangers or people who may pose a risk		<p>much</p> <p>Ensure children are supervised by accompanying adults wherever possible</p> <p>Volunteers should be vigilant and discuss any concerns with the Safeguarder</p>	
Children consuming alcohol		Ensure if alcoholic drinks being given out, not given to children (even to take to adults)	
Risk of accidental harm due to layout of premises or how they are being used, eg children getting out on to the road		<p>Consider any potential risks in advance</p> <p>Put in any safety measures possible</p>	

This risk assessment was completed by :

.....  
Signature

.....  
Print name

.....  
Role at the event

.....  
Date assessment was completed