**Safeguarding Risk Assessment Template**

|  |  |  |  |
| --- | --- | --- | --- |
| **Team/Group:** | **Site/Location:** | **Brief Description of Event/Activity:** | **Owner:** |
|  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity, Hazard & Effect** | **Risk to who/what** | **Initial rating before** | | | **Measures in place to control/mitigate risk** | **Rating after control** | | | **Action owned by** |
| Severity x Likelihood = Primary Risk | | | Severity x Likelihood = Residual Risk | | |
| Risk of grooming/inappropriate relationships developed with under 18s. | Any under 18s in the network committee | 4 | 2 | 8 | All activists in network committees have to do safeguarding training, so should understand appropriate behaviours and be able to identify when others are posing a risk.  Guidance around communicating with 18s should reduce risk | 4 | 1 | 4 | Network chairs/ AIUK Staff |
| Risk of exposure to content not being age appropriate. | Any under 18s in the network committee | 2 | 2 | 4 | Network committees should plan accordingly, AIUK have resources for children. However, risk is low and networks will need to act according to ages in groups. | 2 | 1 | 2 | Network chairs/ AIUK Staff |
| Relationships between activists being harmful/abusive. | All members of the network committee | 2 | 3 | 6 | Code of conduct agreed by all members.  If concerns do arise, can be escalated to staff who can intervene to help. | 2 | 2 | 4 | Network chairs/ AIUK Staff |
| Nature of topics discussed on human rights abuses, may lead to burn out or be triggering of mental health difficulties of some people. | All members of the network committee | 2 | 3 | 6 | Nature of the work means will have exposure to difficult subjects, however will be supported by environment and can request support from staff. More work needs to be done in organisation on supporting activists and human rights defenders. | 1 | 3 | 3 | Network chairs/ AIUK Staff |
| Adults who shouldn’t be working with under 18s using networks to develop relationships. | Any under 18s in the network committee | 4 | 1 | 4 | Guidance on communication practices should be followed by adults and under 18s. Having some adults who have criminal record checks, should monitor this. Recruitment process does include interviews. | 4 | 1 | 4 | Network chairs/ AIUK Staff |
| Risk of harm occurring when meeting in person   * Risk during travel of abuse * Risk of travel being disrupted and individuals stranded * Risk of accommodation not being booked, so being stranded in an unknown place. * Risk of accommodation not being/feeling safe | All members of the network committee – higher risk to under 18s | 1 | 2 | 2 | Clear planning/ organising processes, safeguarding lead allocated when under 18s attending who would take responsibility and organise for under 18s and communicate as needed. | 1 | 1 | 1 | Network chairs/ AIUK Staff |
| \**Add any more specific risk to networks – different individuals or nature of network may bring different risks.*  *Make sure you have also done an EIA \** |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Severity** | **Likelihood** | **Primary Risk** | **Residual Risk** |
| Enter one of the following ratings | Enter one of the following ratings | Multiply the Severity Rating with the Likelihood Rating and enter the sum. | Re-assess the Risk with the control measures in place using the rating system as before |
| 1 = Single Minor Injury | 1 = Very unlikely | 1 - 6 - Low Rating - Acceptable providing the control measures are in place. And followed. |
| 2 = Multiple Minor Injury | 2 = Unlikely |
| 7 - 16 - Medium Risk - Additional control measures should be assessed to reduce Risk. Should have controls in place to manage the risk. |
|  | 3 = Possible |
| 3 = Single Major Injury | 4 = Probable |
| 16 - 30 - High Risk - Works (event) un-acceptable, DO NOT PROCEED |
| 4 = Multiple Major Injury | 5 = Very Likely |
| 5 = Fatality | 6 = Certain |

|  |  |  |  |
| --- | --- | --- | --- |
| **Completed by:** | | | |
| NAME: |  | DATE: |  |
| **Approved by:** | | | |
| NAME: |  | DATE: |  |

|  |
| --- |
| **Is a re-assessment needed at any point?** |
| YES                     NO |
| **If Yes, when is it due?** |
|  |