



RISK ASSESSMENT – YOUTH GROUP LEADER

Parish: \_\_\_\_\_

Specific Activity	Hazard	Risk Consequence	Current Controls	Risk Level	Further Action Required
Recruitment and induction of Youth Group Leaders	<b>Youth Group Leader:</b> -Unknown to Parish; -does not understand/use positive behaviour management approach; -does not understand/use code of conduct does not understand/follow role description	-Physical, Emotional/psychological, Sexual harm to children	<b>[enter here the controls specific to your parish context]</b> For Example:  Recruitment and induction procedures followed according to the Safeguarding Safe Recruitment & Training Policy  Police vet and reference checking completed and current  Code of Conduct signed  Tu Kahikatea – Standing Tall - read Hikoi Tahī - Journeying Together - read	Moderate - high	Nil of controls are in place
Gathering young people in the location	-Young person wandering off from the group. -Young person slipping/tripping	-Physical injury to young person	2 adults with the group (if only 1 adult ensure an additional adult i.e. parent is invited to sit with the group)  Establish and communicate expectations for participation in Youth Group	Low	nil
Youth Group activities session	-Non-compliant behaviour of a participant	-Physical injury to volunteers/other young person; -Disruption of the activity	Establish group  Provision of engaging material  Assigning responsibilities to participants  Use positive behaviour specific feedback	Low – moderate depending on specific cohort	Youth Group leaders to understand the needs of the specific participants within the group

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	-Overly large number of young people in attendance	-Physical injury or neglect of participants	Maintain a manageable leader/participant ratio – e.g. 1:20, and invite extra adults if necessary	Low	If necessary invite a parent to assist
Impact of Youth Group physical environment	-Chairs stacked in unsafe manner	-Physical injury to person	No more than 5 per stack Chairs facing towards to wall	Low	nil
	-Electrical equipment including points and leads	-Physical injury to a person	Residual current device (circuit breaker) should be fitted to power supply of building Annual checking of electrical equipment and cords	Low	Nil if controls followed
	-Food allergies	-Physical injury to a person	Ensure if food is being served that you are aware of any participant who suffer food allergies and make alternative arrangements to ensure inclusion	Low - moderate	Special consideration for those with severe food allergies
	-Safe food handling	-Physical injury to a person	Follow safe good handling principals	Low	nil
Toileting – for younger youth group members	- If the facilities are located out of sight or away from where the group is meeting	-Young person wandering away without letting the group leader know where they are going -Another unknown or unauthorised person at the toilet at the same time as the young person	Elements to consider: Location of toilet – put into place an appropriate practice to ensure supervision and safety of those using the facilities	Low – moderate depending on location of the facilities	nil

NB: Where a Youth Group is to engage in a specific activity e.g. a retreat; a specific risk assessment must be completed and acted upon prior to the event.