

Factsheet - Child Safe Risk Management

This factsheet provides some basic information about Child Safe Risk Management. You should consult with your Regional Director and the Safeguarding Team about templates for your area and for assistance completing a Risk Assessment.

Regional Directors need to approve all new activities involving children and young people.

Identifying your risks

Risk management is evaluating what can go wrong and taking measures to minimise the likelihood and consequences of those risks. Here are a few important things to consider:

1. What could possibly happen?

Think about anything that could possibly go wrong. This could include things like people hurting themselves, a fire, lack of supervision, negative media coverage of an event.

2. How likely is it to happen?

For each risk that you've identified think about how likely it is for it to happen. Consider everything, from the far fetched to the common, the everyday to the rare.

3. How serious would the harm be?

If it did happen, how serious could the harm be? Consider the consequence for your organisation, children, staff, volunteers etc. if harm did occur?

4. Have a plan of action for each risk identified.

What would you do in response if the identified risk happened? When the harm is serious, and the problem could arise often, you have a risk that needs immediate attention.

Examples of High Risk Features when working with Children

| Specific Child Protection Risk Factors to be considered | High Risk Features (all abuse types) |
|---|---|
| Age / vulnerability of child | <ul style="list-style-type: none"> • very young children (non-verbal) • children who have been abandoned, neglected, out of home care (OOHC) • children and/or parents with disabilities • children who have already been abused or sexually exploited - high risk adolescents • no caregiver/parental supervision |

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|------------------|--|
| Location/setting | <ul style="list-style-type: none"> isolated areas programs located away from community secluded or inaccessible locations staff visit child's home children visit staff members home physical danger in environment e.g. water, traffic |
| Activity | <ul style="list-style-type: none"> one to one activities physical contact personal hygiene tasks swimming, bathing, changing lack of information on activities or their purpose provided |
| Supervision | <ul style="list-style-type: none"> staff work alone unsupervised lack of formal supervision lack of accountability or transparency in practice appropriate visitors/community not encouraged or welcome high level staff turnover volunteers lack of clear boundaries |

Risk Matrix

Use the matrix below to determine the Risk Consequence before and following control measures being implemented.

| Risk Severity Matrix | | Consequence (See WHS Consequence Table below) | | | | |
|----------------------|----------------|---|----------|----------|----------|--------------|
| | | Negligible | Minor | Moderate | Major | Catastrophic |
| LIKELIHOOD | Almost Certain | Moderate | High | Extreme | Extreme | Extreme |
| | Likely | Moderate | High | High | Extreme | Extreme |
| | Possible | Low | Moderate | Moderate | High | Extreme |
| | Unlikely | Low | Low | Moderate | High | High |
| | Rare | Low | Low | Low | Moderate | Moderate |

Sample Child Safe Risk Management Tool

| Activity | Hazards | Identified Risk | Risk Rating | Risk Removal or reduction Strategy | Residual Risk Rating |
|-----------------|--|---|-------------|---|----------------------|
| Home visitation | Personnel witness a child protection concern | Physical / emotional injury | High | <ul style="list-style-type: none"> • Visitation always in pairs • Personnel briefed in CS procedures • Personnel briefed in Code of Conduct • Personnel have completed Child Safe Familiarisation and reporting training • Reporting Concerns Flowchart available for reference | Moderate |
| Excursion | Lost child | Physical injury / illness / absconding / CP Issue | Extreme | <ul style="list-style-type: none"> • Headcounts conducted pre and post activity and at regular intervals • Participants are briefed re importance of staying with the group • Personnel briefed in emergency response plan • Personnel briefed in CS procedures | Moderate |
| Retail Store | Child or young person changing in store | Exposure to inappropriate conduct / contact | High | <ul style="list-style-type: none"> • Personnel have completed Child Safe Familiarisation and reporting training • Personnel briefed in CS procedures • Reporting Concerns Flowchart located in each retail outlet • Personnel are not to enter change rooms for any reason • Personnel must not be alone with children or young people | High |
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