



### Why is this important?

All Archdiocesan workers have a duty to protect others from harm by identifying, assessing and managing risks arising during their work, so far as is reasonably practicable.

The National Catholic Safeguarding Standards require Church entities to manage abuse risks associated with their activities, ministries and services.

### What should we be doing?

All activities should be assessed for potential abuse risks, especially those involving children and adults-at-risk.

This should be done by applying the standard risk management process set out in the Archdiocesan Work, Health and Safety Risk Management Procedure.

### Abuse Risks

Abuse risks include any situation or circumstance that exposes a person to possible abuse including physical abuse, sexual abuse, psychological abuse, spiritual abuse, neglect and grooming behaviour.

Following is a list of recognised abuse risks that should be considered in the assessment of activities:

- The involvement of individuals considered unsuitable or an unacceptable risk to others (e.g. child abuse perpetrators, threatening/violent/volatile individuals).
- Inadequate supervision (e.g. ratio of supervisors to participants, competency of supervisors).
- Unsuitable location or venue (e.g. closed office, private quarters/residences, out-of-view/unmonitored sites).
- Unnecessary, unauthorised or unsupervised transport.
- Unnecessary, unauthorised or unsupervised physical contact.
- Unnecessary, unauthorised or unsupervised one-on-one interactions.
- Privacy intrusions (e.g. invading personal/private space, unauthorised collection of personal information).
- Unnecessary or unauthorised communications (e.g. secretive correspondence, online grooming).
- Unauthorised taking or sharing of photographs and videos (including live streaming images).
- Unlawful or unauthorised supply of or access to liquor or drugs.

(Note: this is not an exhaustive list of possible abuse risks)

All risk management plans should be overviewed by the relevant leadership group (e.g. parish council, risk management committee) as a standing meeting agenda item.

Risk management plans should be reviewed regularly, and at least annually, or when there are significant changes to the activity (e.g. new location), new hazards or risks are identified or concerns are raised.

A copy of all risk management plans should be retained locally.