



RISK ASSESSMENT – GENERAL CATCHETICAL SESSION (ADULT)

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

Specific Activity	Hazard	Risk Consequence	Current Controls	Risk Level	Further Action Required
Recruitment and induction of Sacramental Coordinator and Team members	<b>Team members:</b> -Unknown to Parish; -do not understand positive behaviour management approach; -do not understand/use code of ethical behaviour	-Physical, Emotional/psychological, Sexual harm to vulnerable adults	<b>[enter here the controls specific to your parish context]</b> For Example:  -Recruitment and induction procedures followed according to Safeguarding Safe Recruitment & Training Policy  Police vet and reference checking completed and current  Code of Conduct signed	Moderate	Nil in controls in place
Gathering participants in the location of the sessions	-Participant slipping/tripping	-Physical injury	-Health and safety orientation of venue provided at the beginning of the session	Low	Nil
Sacramental Preparation training session	-Non-compliant behaviour by participants	-Disruption of the session	-Established group rules and expectations of behaviour -Provision of engaging material	Low - moderate depending on specific cohort	Team members understand the needs of the specific participants within the group
	-Overly large number of participants in attendance	-Participants may not benefit fully from discussions	-Maintain a manageable leader participant ratio	Low	If necessary invite a extra leader to assist
	-Use of lit candles	-Physical injury to a person -Fire	-Candles should be held within a safe stable container eg glass container -No flammable items in close proximity -Use long matches --Ensure candles are properly snuffed after use	Moderate	Consider using an alternative to a lit candle

Specific Activity	Hazard	Risk Consequence	Current Controls	Risk Level	Further Action Required
Impact of Sacramental Preparation environment	-Electrical equipment including points and leads	-Physical injury to a person	-Residual current device should be fitted to the power supply of the building -Annual check of electrical equipment including leads		
	-Chairs stacked in unsafe manner	-Physical injury to person	-No more than 5 per stack -Facing towards the wall	Low	Nil