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| Alternate Risk Assessment | | | | |  | |
| **Name of Activity:**  E.g.: Outdoor Liturgy Group (see examples below) | | |  | | **Date of Activity:**  Safeguarding and Ministerial Integrity Office  CATHOLIC ARCHDIOCESE OF SYDNEY | |
| **Activity Participants:**  (Tick all that apply) | | | **Children**  **Adults** | | **Type of Activity:** | **In person**  **Online** |
| **Risk Assessment Steps** | | | | | **Reoccurring Event:** | **YES**  **NO** |
| **Step 1** | Identify the activity, then identify the risks: What could happen? How could it happen? | | | | | |
| **Step 2** | Consequence of the risk: What could happen? How could it happen? | | | | | |
| **Step 3** | Mitigate the risk, what mitigation strategies are in place to minimise or control the risk and what further mitigation strategies could you put in place? **Completed Risk Assessment to be signed off by Parish Priest or Head of Agency.** | | | | | |
| **Step 4** | Consult and share the Risk Assessment and Mitigation Strategies with those involved in the activity; the workers including Volunteers and parent helpers and the Children and/or Adults to ensure a safe and successful activity. | | | | | |
| **Step 5** | Evaluate the treatment: Did it work? Is there more we need to do to create a safe environment? Update your plan if improvements can be made for next time. | | | | | |
| **Plan**  **Prepared by:** | | **Name:** | | **Plan Approved by Parish Priest or Head of Agency:** | **Name:** | |
| **Sign:** | | **Sign:** | |
| **Date:** | | **Date:** | |
| **Emergency Contact Numbers:** | | **Name:**  **Number:** | | | **Name:**  **Number:** | |

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| **Please Note: Add or subtract the rows in the table below depending on how many risks you identify** | | | |
| **Risk**  **Reference** | 1. **Identify Risk(s)** | 1. **Consequence of the Risk** | 1. **Mitigation Strategies** |
| *Examples:* | 1. *Sunburn* | *People are unwell, sunstroke, burns, dehydration* | * *Find shady area to sit if possible* * *Ensure sunhats are worn, sunscreen and water provided* |
|  | 1. *Unsecured exit/entry points* | *Child goes missing, strangers have access* | * *Keep outside gates locked* * *Constant supervision* |
| 1. |  |  |  |
| 2. |  |  |  |
| 3. |  |  |  |
| 4. |  |  |  |

**Insert your mitigation strategies individually into this checklist. Mark them off when completed.**

| Mitigation Strategies Checklist | Completed  Y/N or N/A | Date Completed |
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