| **Areas to be addressed.**  | **Who might be harmed and how?** | **What are you already doing?** | **Do you need to do anything else to manage this risk?** | **Action by whom?** | **Action by when?** | **Done** |
| --- | --- | --- | --- | --- | --- | --- |
| Recruitment of volunteers | Opportunity to build relationships with children in schools | All volunteers will be recruited following the Church of England guideline. DBS checks will be completed for child workforce.  | Volunteers must not start in the role until all checks are complete. Volunteers will carry ID so that they are identifiable as part of the assemblies team.  | Jayne Claire  | Ongoing  |  |
| Training/ induction/ support | Volunteers, children at school. | The group will be offered training and support prior to visiting the school and will liaise with the school.  | The school policies and procedures must be followed.  | Assemblies team  | Ongoing |  |
| Safeguarding concerns/ disclosures  | Volunteers, children at school. | All volunteers will have attended Church safeguarding training prior to volunteering. School safeguarding policies will be followed.  | Safeguarding officer will be available to offer advice/ support to the team when necessary. Speak to school regarding any concerns.  | Jayne | Ongoing |  |
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