| **What are the hazards?** | **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** |
| --- | --- | --- | --- | --- | --- | --- |
| *Risk of harm from deception* | *Vulnerable adults at risk from visitors they trust* | *Visits performed by a trusted team.* | *no* |  |  | *Y* |
|  |  | Team have all received training in safeguarding – to at least basic and foundation levels. | Refresher training due in 2022 | PSO/visitors | December 2022 |  |
| Injury from visitees or their environment | Visitors by visitees or members of their household | Visits to individuals known to visitors only. Visits made by those licensed to give Communion. Visits must be recorded in the Register | Visitors should inform someone of who they are visiting when and of safe return. Visits should be recorded in the Register. | Visitor team | asap |  |
| Elderly parishioners often give the visitor money for the church collection | The visitor might come under suspicion of dishonesty unless this is accounted for. | The visitor writes a receipt and gives the donor a copy. | No | Visiting team | N/A | Y |
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