

Activity 2: Risk management practice scenario

Most organisations are familiar with risk management for workplace health and safety, where the focus is usually on identifying and managing environmental and equipment risks. This activity applies the risk management process to identifying and managing the **human** risks to children and young people of harm, namely, abuse or neglect by staff/volunteers, by other children in the program, by someone outside the organisation, including family, and by themselves.

Steps in processing this activity:

1. Review the risk management process (Resource Book, pp 15 – 18). Note that, in order to manage risks to children and young people, it is beneficial to consult with staff/volunteers/children and young people throughout the process. Children will often help you to identify risks that you may not have thought of.
2. Use the practice scenario to go through the risk management steps:
 - Establish the context (activities, age of children, characteristics of children, setting) – use overnight camp as the example
 - Identify risks
 - Analyse the risks
 - Evaluate the risks (H/M/L)
 - Determine control measures or strategies to prevent the risk from occurring or to minimise the harm
 - Review and revise the risks and your strategies regularly and particularly if something goes wrong.
3. In small groups, to select an activity relevant to your organisation and work through the risk management process. Use group feedback to discuss the adequacy of your current controls and plan any necessary action.

Activity 2: Risk management practice scenario

Activity	Risks – What could go wrong?	Level L/M/H/E	Risk control measures – Action taken to prevent harm, limit damage, reduce liability	Rate your controls			
				N	D	I	NA
Overnight activity	Inappropriate person volunteers for supervision duty	High – extreme	<ul style="list-style-type: none"> Careful recruitment process including screening of all staff and volunteers attending/involved in the activity 				
	Adult and child alone together in sleeping quarters	High - extreme	<ul style="list-style-type: none"> Ensure appropriate child/staff ratios at all times Staff/volunteer training in all procedures Code of Conduct training 				
	Emotional/ physical/sexual abuse by staff member or volunteer	High - extreme	<ul style="list-style-type: none"> Code of Conduct training for all staff/volunteers Staff supervision 				
	Emotional/ physical/sexual abuse by another child/young person attending	High - extreme	<ul style="list-style-type: none"> Code of conduct for children/young people Protective Behaviours training for children/young people Buddy system for children/young people Staff/volunteer training in procedures for reporting abuse 				
	Emotional/ physical/sexual abuse by an outsider	High – extreme	<ul style="list-style-type: none"> Supervision by staff/volunteers based on site-related risks Staff training in procedures for conduct of activities Training children/young people in code of conduct, their responsibilities during activities and reporting (risks of) harm Protective Behaviours training for children/young people 				

CODE: N – Not done D – Developing I – Implementing N/A – Not applicable Signed/Date: _____