| **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** |
| --- | --- | --- | --- | --- | --- | --- |
| Abuse of vulnerable adult | Individual adults | Safeguarding policy for vulnerable adults.  Safeguarding good practice guidance for vulnerable adults.  Pastoral visitors have completed the relevant national safeguarding training.  Pastoral visitors are safely recruited and aware of policy and good practice. | DBS Basic Disclosure check considered for those who are not eligible for an enhanced DBS check.  Consider a register for gifts received or consider a policy on the receiving of gifts for an individual or the church.  Consider same sex visitor |  |  |  |
| Personal Safety |  | Full consideration given to lone visiting via ‘Guidelines on Lone Working and Personal Safety’.  Incumbent or nominated person has risk assessed and authorised either lone visits or visits by two people.  Visitor is aware to report any deterioration in physical or mental health or other concern to nominated person at church.  Nominated person to contact PSO/family/social services regarding deterioration or other concern.  A register of all visits kept in line with Data Protection Act 2018.  Incumbent or nominated person to ensure visitor is not overloaded by pastoral demands.  Visits have clear time boundaries. | If deterioration in physical or mental health or other concern then further risk assessment to be completed. |  |  |  |
| Visits - Safety |  | Visitor to ensure that nominated person is aware of the visit and estimated timelines.  Ensure that you check in once arrived (i.e. by calling nominated person or via text to nominated person.)  Once visit is completed ensure that nominated person is aware  (i.e. by calling nominated person or via text to nominated person.) |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |