Child Protection & Safeguarding Risk Assessment

(December 2025)

Section 1: Youth & Family Services Work

No	Risk Identified	Procedures in place to manage risk identified	Likelihood	Harm/Impact
1.	A child or young person could be harmed if an unsuitable person was recruited as a staff member or volunteer	Rigorous recruitment & screening procedures prior to any staff member or volunteer coming into contact with children or young people: ● Detailed Application Form and Screening Process ● Interviewing ● Reference Checks ● Garda Vetting ● Induction to all policies & procedures ● Personal declaration in Employment Application Form on suitability to work with children & young people ● Recruitment and Induction Policy and Procedures document ● No member of staff, student/work placement or volunteer works directly with young people in advance before Garda vetting process has been completed.	Low	High

		Ongoing Monitoring of all current staff and volunteers: ● Ongoing recorded structured supervision ● Probationary period for all staff, student/work placements & volunteers. ● Regular structured Staff, Development Team and Project Team Meetings ● Club Network Meetings and Club Visits		
2.	A staff member or volunteer could harm a child or young person by not maintaining boundaries, behaving inappropriately or developing an inappropriate relationship with them during or outside of activities A child may be harmed if a staff member or volunteer failed to report any inappropriate behaviour that may or may not be named in the organisations Code of Behaviour, by a colleague towards children or young people Children could be harmed if staff or volunteers failed to report a retrospective disclosure of abuse	Clear and rigorous training provided for all staff, student/work placements and volunteers in the following areas <u>prior</u> to any contact with children or young people: ● Child Safeguarding Training: Tusla eLearning module ● Child Protection & Awareness Training ● Trained Designated Liaison Person and Assistant Designated Liaison Persons in place ● Mandated Person eLearning undertaken by relevant staff ● Code of Behaviour for Staff, Student/Work Placements & Volunteers ● Accessible safeguarding information available & introduced to children & young people during initial contact ● Accessible safeguarding information available & introduced to parents/guardians ● Incident Reporting Policy & Procedures in place ● Procedure in place for handling allegations of abuse against staff, student/work placements or volunteers ● Disciplinary Policy & Procedures in place ● Reporting Policy & Procedure in place ● Exit interview process in place to ensure any child safeguarding issues identified are captured	Low	High
3.	A child or young person may be harmed by being bullied or abused by another child or young person during activities, after activities, on the premises or via social media A child could be harmed if misconduct by another child towards them was unchallenged and left to continue	Clear process in place of contracting/setting ground rules with all groups: ● Code of behaviour in place for children & young people ● Group contracts in place ● Child Safeguarding Statement in place and visible in all locations ● Anti-bullying Policy & Procedures in place ● Ratios and supervision standards clearly set and communicated ● Incident Reporting Policy & Procedures is in place ● A Complaints Policy & Procedures is in place ● Risk Assessments undertaken for activities as and when required	Low	High
4.	A child or young person may be harmed by not knowing or learning	A strengths and rights based curriculum underpins all programmes and services offered:	Low	High

	about their rights and not being empowered to assert their boundaries	● A charter of rights has been developed in consultation with children and young people and is clearly visible and accessible ● A Complaints Policy & Procedures is in place		
5.	A child could to be harmed if a staff member did not know the kinds of abuse that can occur and therefore failed to recognise the signs and identify a concern	Child Protection and Safeguarding Training provided for all staff and volunteers prior to contact with children and young people: ● Child Safeguarding Training: Tusla eLearning module completed by all staff ● Child Protection & Awareness Programme Training ongoing ● Designated Liaison Person and Assistant Designated Liaison Persons in place to support persons reporting ● Mandated Person eLearning undertaken by relevant staff ● Reporting procedures in place and clearly informed to all staff and volunteers	Low	High
6.	A child could to be harmed if a disclosure they made to a trusted person during their contact with our services was not reported A child may be harmed if a concern identified by staff was not reported	Child Protection and Safeguarding Training provided for all staff and volunteers prior to contact with children and young people: ● Child Safeguarding Training: Tusla eLearning module completed by all staff, student/work placements and volunteers ● Child Protection & Awareness Programme Training ongoing ● Designated Liaison Person and Assistant Designated Liaison Persons in place for relevant staff to support persons reporting ● Mandated Person eLearning undertaken by relevant staff ● Reporting procedures in place and clearly informed to all staff, student/work placements and volunteers ● Tusla Portal sue for safeguarding reports/disclosures	Low	High
7.	A child could be harmed if the organisation failed to provide a physically safe environment leading to accidents or incidents	Health & Safety Policy & Procedures in place ● Health & Safety Policy & Procedures in place ● Risk assessments conducted at centre level and for all activities as and when required ● Health & Safety Audits conducted at regular intervals & improvement plans implemented ● Insurance cover is adequate and limitations clearly communicated ● Incident Reporting Policy & Procedures in Place ● Ratios and supervision standards clearly set and communicated ● First Aid Responders trained and on site	Low	High

8.	A child may be harmed if the organisation failed to have in place robust processes for planning activities, trips and events at local, regional, national or international levels	● All activities are planned carefully in advance to ensure risks are avoided ● Activity programmes agreed in advance and communicated with parents and young people ● Risk assessments conducted at all levels and for all activities as and when required ● Consent secured from young people and parents ● Clear agreements on expectations and acceptable behaviour in advance ● Insurance cover extended for all planned activities ● Ratios and supervision standards clearly set and communicated	Low	High
9.	A child or young person could be placed in a harmful situation if adequate information is not provided to enable explicit consent to be granted by the parent/guardian and/or young person	● Annual Membership & Consent Process in place ● Annual Membership Form updated ● Organisational Consent Form completed by each young person ● Specific Activity Consent Forms completed prior to events ● Detailed schedule of activity accompanying consent forms ● Young person's consent included on all forms ● Details of conditions of contract & agreements made included in consent information ● Complaints Policy & Procedures in place	Low	Medium
10.	A child or family could be harmed if private and confidential information of a sensitive nature is not securely kept and protected	● Confidentiality Policy & Procedures in place ● Data Protection Policy & Procedures in place ● The organisation is complaint with the standards as set out in the General Data Protection Regulations (GDPR)	Low	Medium
11.	A child or young person may be harmed if the organisation fails to manage multi-purpose situations appropriately i.e. where adult members of the public may be on the premises or be encountered during external activities/events	● Health & Safety Policy & Procedures in place ● Sign in/out system operating in all premises ● Robust booking system & usage agreements in place ● Risk assessments conducted for new & external venues and activities undertaken as and when required ● Ensuring that external providers/trainers/instructors have appropriate qualifications, insurance and child safeguarding procedures in place ● High levels of supervision maintained at all times ● Scheduling and planning takes account of both minimising and managing any cross-over where adults may be present	Low	High

Section 2: Digital Youth Work

No	Risk Identified	Procedures in place to manage risk identified	Likelihood	Harm/Impact
	Access to the Digital Platform			
1.	Young People are unable to use the Digital Platform due to lack of hardware	● Source funding supports through raising programme costs, grants, lobbying external agencies/funders for support.	Low/Medium	High
2.	Young People are unable to use the Digital Platform due to lack of finances to buy data	● Source funding supports through raising programme costs, grants, lobbying external agencies/funders for support.	Low/Medium	High
3.	Young People are unable to use the Digital Platform due to lack of skill	● Support/training provided by staff/volunteers or sourced externally as and when required.	Low	High
4.	Young People are unable to use the Digital Platform due to lack of disability access	● Recommend users to use suitable spaces but organisational capacity to respond to this issues may be limited.	Low	High
5.	Young People are unable to use the Digital Platform due to lack of privacy at home	● Worker to ensure they are in a suitable and preferably private space in home. ● Recommend users to use suitable spaces, use digital platforms that can blur backgrounds.	Medium	High
6.	Information about Digital Youth Work meeting fails to reach young people and numbers attending decline.	● Request confirmation of receipt of meeting invites/attendance. ● Follow up on non-attendance at meetings.	Low	High
7.	Young people get bored and leave the Digital Platform.	● Engage young people in feedback sessions to find out how they are experiencing the Digital format.	Medium	High
8.	Workers lack digital skills to facilitate youth work on a Digital Platform.	● Support/training provided for staff/volunteers or sourced externally as and when required.	Low	High
9.	Workers digital device fails, battery runs out, loses digital connection.	● Ensure hardware/software/connectivity is pre-checked prior to meetings.	Low	Medium
10.	Young people will not engage for the prescribed length of time due to the	● Engaging programme with clear description of what young person can expect to gain from meetings.	Low	Medium

	session time being too long and dip in and disrupting the session.			
11.	Too many young people engage at the one time over an extended period of time.	● Continuous monitoring of online engagement ● Break the offer of service into shorter and smaller groups.	Low	Medium
12.	GDPR: Young person's information is shared online. Image, video, name (screenshot) etc. by youth worker or programme participants.	● Data Protection & GDPR policies in place. ● Workers briefed on policies and methods of communication.	Low	High
	Safeguarding Risks			
1.	Older independently living young people feel pressured to invite other young people to their homes as they have nowhere else to meet.	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents ● Procedure on cancellation/.shutting down meetings if conditions infringed. ● Recommend users to use suitable spaces, use digital platforms that can blur backgrounds.	Low/Medium	High
2.	Older independently living young people invite younger young people to their homes inappropriately.	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents. ● Procedure on cancellation/.shutting down meetings if conditions infringed.	Low	High
3.	Unknown young people gain access to the Digital Platform.	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents. ● Procedure on cancellation/.shutting down meetings if conditions infringed.	Low	High
4.	Digital Platforms linked to email addresses, that the name can't be changed on, and reveals young person's *dead name or previous name*	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents ● Follow up /debrief meetings to take place as required	Low	High
5.	Young people share inappropriate content during a Digital Meeting/ are disruptive and sabotage the Meeting.	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents	Low	High

6.	Young people express increasing negative impact on their mental wellness.	● Engage with young person in consented one to one session. ● Contact Designated Liaison Person and follow Organisations safeguarding procedure when required. ● Link with/recommend to In Sync family services if appropriate.	Medium	High
7.	Young People family members disturbing/ joining meeting without consent	● Ask young people to hold the meeting in a quiet area of the home. ● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents	Low/Medium	High
8.	Young People indicate they are considering self-harm / are self-harming during the meeting Young People indicate they are considering taking their own life/ attempt to take their own life during the meeting Young people are outed at home and face LGBT phobia	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents ● Follow up /debrief meetings to take place as required ● Engage with young person in consented one to one session. ● Contact Designated Liaison Person and follow Organisations safeguarding procedure when required. ● Link with/recommend to In Sync family services if appropriate.	Low	High
9.	Young Person refuses to voluntarily end contact at end of Digital Meet set time/ continue on the Digital Platform once the session has ended Young People gain contacts via chat function and engage unsupervised on another platform during session time.	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents Use platforms that end meeting for all participants. ● Do not allow participants access to each other's details.	Low	High
10.	Young People have access to other participants' and/or workers home environments.	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents ● Follow up /debrief meetings to take place as required ● Recommend users to use suitable spaces, use digital platforms that can blur backgrounds.	Low	High
11.	With increased online life during COVID-19, young people take more risks online e.g. sharing nude images, connecting with strangers. cyberbullying, .sexting, online	● Clear guidelines and ground rules on engagement. ● Procedure in place to deal with incidents ● Follow up /debrief meetings to take place as required ● Engage with young person in consented one to one session.	Low/Medium	High

	gambling, exposure to hate speech, digitally self–harming	● Contact Designated Liaison Person and follow Organisations safeguarding procedure when required.		
12.	Young person is recorded without consent/ Recording of young people is shared in an inappropriate way.	● Gain consent from all parents. ● Only record if required by funders for monitoring purpose. ● Clear guidelines and policies on keeping and sharing information	Low	High
13.	Young people to worker ratio outweighs current recommended guidelines.	● Meetings do not proceed if ratios can be met.	Low	High

Signed: _____
In Sync Youth & Family Services Chairperson

Date: _____

Signed: _____
In Sync Youth & Family Services CEO

Date: _____