



Soho Parish Risk Assessment

Positive DBS Certificate or Disclosure by staff/volunteers/contractors

This form should be completed by the Headteacher or nominated Senior Officer where a positive disclosure certificate includes additional information with regard to convictions /or cautions, warnings, reprimands or a member of staff discloses a new conviction/caution. The completed Risk Assessment ensures that a review of the circumstances takes place and consideration is given on a case by case basis to the impact of the safety and wellbeing of the students and staff

Name of Staff member/Volunteer/Contractor:	
Post Title:	
School:	
Start Date:	
1. Please describe the nature of the work and the general duties of the job role? (include the amount of contact with vulnerable parties, frequency of contact and intensity of contact).	
2. To what extent is the individual supervised?	
3. New staff only, have 2 satisfactory references being received, including present or most recent employer and similar employment?	
4. Has the individual previously declared any convictions/cautions/reprimands/warnings?	
5. Are the offences likely to have any impact on the post held and the student's safety?	
6. Is there a pattern of convictions?	
7. How long ago did the offence/s occur?	
8. Have the individual's circumstances changed? (If so, please explain)	

<p>9. Will any additional safeguarding arrangements have to be put in place? If so please describe the measures for example may not feel they are suitable to drive on school trips attend off school residential.</p>	

Decision following the Risk Assessment

<p>With the measures in place is this individual suitable to volunteer to work with children?</p>	<p>Yes</p>
<p>Any follow up or support from the school required, OH counselling review meetings etc</p>	<p>No</p>
<p>Risk Assessment conducted by:</p>	<p>Signature</p> <p>Date</p>
<p>Signature(s) of Risk Assessment panel:</p>	<p>Signature</p> <p>Date</p>
<p>Signature(s) of Employee/Volunteer/Contractor:</p>	<p>Signature</p> <p>Date</p>