**6.9 Sample Risk Assessment Form**

CR Zero 2020 Connections Week Risk Management Plan

| **Activity**  | **Risk** | **Risk Mitigation** |
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| Engaging with people on the streets | Physical Assault | * Train volunteers in aspects of risk management and positive engagement
* Croydon Reach Outreach Workers to brief team leaders prior to outreach shift on any local intelligence
* Team leaders MUST be staff with experience of managing challenging behaviour
* Team Leaders will brief volunteers prior to outreach shifts
* Teams will be of a size suitable to allow team leaders to maintain visual contact with their team members at all times
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| Engaging with people on the streets | Other incidents  | * All volunteers and team leaders to sign into the hub on arrival
* All volunteers and team leaders to give ‘In Case of Emergency’ contact details
* All volunteers and team leaders to give their own contact details
* Team Leaders to be given contact details for HUB staff prior to leaving for their shift
* Teams to sign out when leaving the Hub to start their shift
* Hub staff to make contact with each team leader every 30 minutes
* Teams to sign in at the Hub on their return
* Volunteers and team leaders to sign out of the Hub when they leave for the night
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| Engaging with people on the streets | Teams getting lost | * Transport to sites and back to HUB to be provided when location is not in walking distance
* Team Leaders to use mobile maps, where possible
* Maps of local area and sites to also be provided
* Hub staff to make contact with each team leader every 30 minutes
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| Engaging with people on the streets | Reputational damage to organisations in the core leadership team | * Train volunteers in aspects of risk management and positive engagement
* Teams to be briefed prior to outreach
* Risk management processes (as outlined above) to be followed
* Volunteers to sign up to an agreement that includes their responsibility to follow our instructions around their personal safety
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