

Parish of Christchurch Barnston with St Michaels & All Angels, Pensby

Activity risk assessment

Activity: Generic Risk assessment – Pastoral Visiting

Location: Addresses within the Parish

Date of first risk assessment: 1st August 2024

Reviewed on 12th September 2026

Date of next review: 12th September 2027

Name of leader with responsibility: Joanna Hill – Pastoral Co-ordinator

Risk Assessor: Viv Francis

This risk assessment will cover:

- General safety of Visitors and those being visited
- Safeguarding
- Record keeping
- Notification of concerns
- Completion of Home Visiting Risk Assessment

Christchurch with St Michael are committed to ensuring that the safety of everyone attending church events is paramount.

Leaders are aware of their responsibilities to manage events safely and to ensure that all members of their teams are briefed as to their responsibilities.

This will include pre-event planning, briefing at the commencement of activities and a review at the conclusion.

Leaders are aware of the importance that the church places on safeguarding and will comply with the advice and directions of the PSO to maintain the highest standards.

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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
Adults who are visited	Pastoral Visitors: Are safely recruited and are aware of policy and good practice Have attended safeguarding training Have been given copies of relevant practice guidelines Will be visiting with the consent and /or at the request of those visited Will visit at pre-arranged times and dates Will carry identification Will not be accompanied by children and / or other family members	Provide relevant and updated Safeguarding training Ensure that DBS checks are carried out and are in date	Vicar / Parish Safeguarding Officer	Ongoing	
Adults who are carrying out visits	Pastoral Visitors: Complete a risk assessment relevant to the person / property being visited Give full consideration to lone visiting via the 'Lone worker' policy – but should only				

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	happen on very rare occasions / emergency situations. Ideally all visits should be carried out in pairs. Be given a copy of this generic risk assessment Check that the person does not have any vulnerabilities that would make it inappropriate for them to be visited alone Check that any animals on the property are under control or kept away from the visitors. Report any concerns if they arise End the visit if there are any safety concerns Carry a charged mobile phone with the numbers of emergency contacts within the church Visits should have clear time boundaries. Workers should set a prearranged time to make a contact call to a friend or family member to ensure that the visit has been concluded safely. Keep a record of all people visited and note any concerns Report any deterioration in physical or	Consider same sex visitor Contact details of PSO and DSA to be provided to all pastoral workers Inform PSO if relevant			
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	mental health or any other concerns to the PSO at the earliest opportunity. Vicar must ensure that the pastoral workers are not overloaded by demands				
Those visited and the pastoral workers	Contact emergency services immediately if seriously concerned for health of those visited With consent of the person, facilitate contact with the GP or other family members Do not administer medication Do not attempt to lift or assist a person as this may cause further injury or injury to the visitor Declare any health issues which may affect the safety of the person visited while they are in their home.				
Those visited and the pastoral workers	Any monetary gifts will only be accepted with permission of the PCC and on behalf of the church Only token gifts should be accepted (e.g. a small bunch of flowers or small box of chocolates)	Consider a register for gifts received of consider a policy on the receiving of			

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	If shopping on behalf of the person – copies of receipts should always be obtained – if shopping for items of bigger value, permission should be sought from the lead pastoral visitor If money is donated by the person being visited – this should be placed in a giving envelope and a receipt given to the donor.	gifts for an individual or the church			
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