

Fiji National Sports Commission Child Protection Risk Assessment Table

Child Protection Factor (add your own factors) <i>Write down here the factors you have identified</i>	Does this factor increase or decrease the level of risk of harm to a child?	What strategies can be put in place to decrease a high risk factor?	Who will be responsible for the strategies/action to be taken?
Consider the Children/Young People Participating <i>Example: there will be a large number of children under 10 years of age participating</i>	<i>This will increase the level of risk</i>	<i>We will have more staff at this activity to increase the supervision</i>	<i>Head Coach</i>
Consider the Staff and Volunteers <i>Example: New volunteers recruited with little experience working with children</i>	<i>This will increase the level of risk</i>	<i>Provide training and make sure they have signed the Child Protection Policy and Code of Behaviour and been inducted on the Policy</i>	<i>President</i>
Consider Policies and Procedures <i>Example: We have a new Child Protection Policy but no one knows about it</i>	<i>This increases the level of risk to children</i>	<i>Hold an information session about the Policy and make sure everyone is signed on</i>	<i>President and Administrator</i>
Consider the Program Activities <i>Example: Activities require travel to other communities which may involve overnight stays</i>	<i>This increases the level of risk</i>	<i>All staff and volunteers will be made aware of the child protection policy and conduct, including appropriate sleeping arrangements</i>	<i>President</i>
Consider the Community Factors <i>Example: Children sometimes walk home late at night from activities</i>	<i>This increases the level of risk to children</i>	<i>The community will be consulted to determine appropriate strategies to ensure children do not walk home late at night unaccompanied by an adult and the timing of activities will be reviewed and adjusted.</i>	<i>Head Coach</i>
Other Factors:			

Example Child Protection Factors to be considered:

Children and Young People:

- Age of children involved (young/adolescent)
- Children with disabilities
- Gender
- Children who have been in conflict with the law
- Children living in institutions/orphanages
- Children not used to having a say/opinion

Staff and Volunteers:

- Level of experience, skills, community leadership
- Previous experience working with children
- Ratio of children to adults
- Level of supervision
- Training provided

Policies and Procedures:

- What is already in place?
- What are the gaps in this area?
- Are staff and volunteers aware of existing policies and procedures?
- How can children, staff, volunteers, parents, community members report a concern for the safety of a child involved in your program?

Program activities:

- Do children generally participate in groups or one on one with an adult?
- Amount of physical contact required in coaching
- Are there any physical dangers in the environment where the activity takes place i.e. water, traffic, building site?
- Do activities occur during the day or evening?
- Risk of injury to a child
- What methods of discipline are used by the staff/volunteers?
- Travel to attend sporting events which may involve overnight stays

Community factors:

- Are parents/carers involved in the program activities?
- Are community leaders involved?
- What formal and informal systems exist to protect children locally?
- Local risk factors to children in the community i.e. risk of violence when walking home late at night