

RISK ASSESSMENT WORKSHEET (Version II - October 2023)

DISCLOSURE NOTICE: Voluntary however, failure to use may have a negative effect on mission effectiveness at all levels and lead to failure of preserving assets and safeguarding health and welfare.

PRINCIPLE PURPOSE: Conduct a formal risk assessment and ensure the assessment is properly documented for future evaluation and reference.

ROUTINE USES: Used to develop and enhance awareness and understanding of at-risk activities and behaviour of high risk individuals or groups.

1. IDENTIFICATION OF EVENT/MISSION/TASK OF RISK ASSESSMENT:

A. DESCRIPTION - Known and previously convicted sex offender, of a minor, wanting to re-enter the Parish 6pm Sunday Mass in order to be able to receive the Eucharist and celebrate Mass

B. EVENT DATE -
ASAP
Sunday
Mass

2. PREPARED BY:

A. LAST NAME, FIRST, MIDDLE -

B. DUTY TITLE/POSITION -

C. EMAIL ADDRESS -

D. CONTACT NUMBER -

E. WWC NUMBER:

Risk Assessment Matrix			PROBABILITY				
			Frequency of Occurance Over Time				
			A - Rare (May occur only in exceptional circumstances)	B - Unlikely (Could occur at some time)	C - Possible (Might occur at some time)	D - Likely (Will probably occur in most circumstances)	E - Almost Certain (Is expected to occur in most circumstances)
Negligible	There are no significant implications	i	L	L	L	M	M
Minor	There are some implications but this would not impact in any major way or cause significant disruption or perceptions or reputation.	ii	L	L	M	M	M
Medium	Implications would impact in a way that could compromise performance or operations, perceptions and reputation.	iii	L	L	M	M	H
Very High	Implications would impact in a significant way that could severely compromise performance or operations, perceptions and reputation. Core activities may be impacted.	iv	L	M	H	H	EH
Extreme	Implications would impact in a significant way that could severely compromise performance or operations, perceptions and reputation. Core activities impacted significantly.	v	M	H	H	EH	EH
			Risk Assessment Levels				
			EH - Extremely High H - High M - Medium Low - Low				

3. TASK/STEP AND RISK ASSESSMENT

#	A. TASK/STEP	B. HAZARD	C. INITIAL RISK LEVEL	D. CONTROL	E. HOW TO IMPLEMENT	F. WHO WILL IMPLEMENT	G. RISK LEVEL
i	Easter, Christmas, Feast Day and Special Occasions Masses - 200- 800 persons in attendance	Family Mass	EH	High level of families, minors youth and vulnerables at Mass	If the below measures are not implmented POI poses a EH Risk on exposure to Parish	Approved Accountability Team	EH
ii	Funerals and Memorial Masses - 200-600 persons in attendance	Family Mass	H	Majority Direct Family & Friends with Minors & Vulnerables present	If the below measures are not implmented POI poses a High Risk on exposure to Parish	Approved Accountability Team	H
iii	MaryMount Mercy Chapel 6pm Saturday Night Family Vigil - 40 to 100 persons in attendance	Family Mass	EH	High level of families, minors youth and vulnerables at Mass	If the below measures are not implmented POI poses a EH Risk on exposure to Parish	Approved Accountability Team	EH
iv	MaryMount Mercy Chapel 8:450am Elderly & Family Mass - 40 to 100 persons in attendance	Elderly & Family Mass	H	Majority Elderley with some Families in attendance	If the below measures are not implmented POI poses a High Risk on exposure to Parish	Approved Accountability Team	H
v	MaryMount Mercy Chapel 10:30am Family Mass - 120 to 200 persons in attendance	Family Mass	EH	High level of families, minors youth and vulnerables at Mass	If the below measures are not implmented POI poses a EH Risk on exposure to Parish	Approved Accountability Team	EH
vi	Charismatic Masses	2nd Tuesday of the Month	H	More intimate numbers & setting & relationships over time may develop	If the below measures are not implmented POI poses a EH Risk on exposure to Parish	Approved Accountability Team	H

