**Safeguarding Risk Assessment Template**

This template can be used when conducting a risk assessment at the club around Safeguarding concerns or complaints where:

* A person may need to be temporarily suspended as a precautionary measure or redeployed pending outcome of concern.
* For a player or volunteer with potential or perceived risks to continue to participate in rugby.

Examples could include:

* An individual who has been convicted of a criminal offence.
* An ongoing court case involving parents/guardians of player/s at the club.
* A child or young person who’s receiving support from external agencies (e.g School, Social Work, Police Scotland).

This template is for club use to minimise safeguarding gaps and maximise the support given to the person/s acknowledged in the assessment. Further information on concerns can be found [here](https://scottishrugby.org/clubs-and-schools/safeguarding/report-a-concern/).

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| **Summary of Assessment Levels:** Triaging the seriousness of the potential risk or potential risk identified. | |
| **Low** | No immediate risk to an individual. |
| **Medium** | Potential risk to an individual that would have consequences. |
| **High** | Immediate or imminent risk to an individual where there is likeliness of external agencies being called or involved. The risk to the individual would have significant consequences. |

**Example Risk Assessment**

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| **Risk Assessment** | | | | | | | |
| **Reason for assessment** | To support Sam Jones, aged 14, at the club while their mother is going through a court case in relation to a domestic abuse charge towards Sam’s father, Sam and two siblings. Sam’s siblings do not play rugby but are present at matches to watch him play alongside their father. Court orders are in place for Sam’s mother to have no contact with him, the siblings or father until disposal of court case is concluded. | | | | | | |
| **What potential risks have been identified?** | **Who is at Risk?** | **Assessment** | | | **Preventative Measures to minimise Risk** | **Action to be taken in the event of risk happening** | **Responsibilities**  **/ Completed by** |
| Parents overheard by Sam’s coaches around the court case.    Mother turning up to training practice, matches or contacting via club messaging groups or social media channels and breaking the no contact order.    Signs of trauma, distress or changes in Sam’s behaviour | Sam, siblings and father  Sam, siblings and father  Sam | **Low** | **Medium** | **High** | Limit the possibilities of rumours being passed around in club and in social media channels. Conversations between club volunteers involved to take place in private.     Ensure a family member or friend is at training practices/matches. If not possible then CPO or a coach not included in ratios. Remove mother from club social media and messaging channels.  *Clubs need to be guided by family on what they think is best. Ensure open dialogue.*  Signpost Sam to support if needed, ensure they know they can speak to CPO or Lead Coach at any time during Rugby. Coaches to be observant and understanding of changes in behaviour | Address the communication, asking for people to respect privacy.  Phone Police Scotland and adult attending and follow steps from the Safety plan that’s been put in place to ensure family is protected.  Support Sam in the moment, offer a safe space if they need time alone. Report to CPO and notify father and potentially social work if needed. | Coaches, CPO  CPO, Lead Coach, Responsible adult         Coaches, CPO |
| Medium  High  Low | | |

**Risk Assessment Template**

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Safeguarding Team  
[safeguarding@sru.org.uk](mailto:safeguarding@sru.org.uk)

Alternatively, you can contact these services for more advice:

Children 1st Parentline 08000 28 22 33  
(if you are concerned about a child)

NSPCC Helpline 0808 800 5000

Childline 08001111 / [www.childline.org.uk](http://www.childline.org.uk)

If you feel a child is in immediate danger then call 101 or 999.