

# Flip The Script YOUTH CIC

## RISK ASSESSMENT PROCEDURES

<b>Document:</b>	RISK ASSESSMENT PROCEDURES
<b>Owner:</b>	Lylas Flora & Kyra Palma, Directors & DSL
<b>Date:</b>	January 2026

### 1. PURPOSE

This procedure ensures Flip The Script Youth CIC identifies and manages risks to children and young people in all our activities. Risk assessments are essential for keeping young people safe.

### 2. WHEN TO ASSESS RISK

Complete risk assessments for:

- All activities and programs
- Venues and premises
- Trips and outings
- New projects or services
- Individual young people with additional needs
- Situations involving identified risks (gangs, CSE, etc.)

### 3. RISK ASSESSMENT PROCESS

Step 1: Identify hazards

- What could cause harm to young people?

Step 2: Identify who might be harmed

- Which young people are at risk? Are some more vulnerable?

Step 3: Evaluate risks



- How likely is harm? How severe could it be?

Step 4: Control measures

- What will you do to reduce or eliminate risks?

Step 5: Record and review

- Document the assessment and review regularly

## 4. SPECIFIC SAFEGUARDING RISKS

Consider contextual risks including:

- Gang activity in the area
- Known individuals who pose a risk
- Locations associated with exploitation
- Times of day with increased risk
- Online threats

## 5. INDIVIDUAL RISK ASSESSMENTS

For young people with specific risks:

- Assess their individual needs and vulnerabilities
- Identify triggers or warning signs
- Plan appropriate support and supervision
- Share information appropriately with staff
- Review regularly

## 6. APPROVAL AND REVIEW

Risk assessments must be:

- Approved by a manager before activities commence
- Shared with all staff involved
- Reviewed if circumstances change
- Reviewed annually as a minimum



- Updated following any incidents

