



THEATRE FOR LIFE - ZOOM CLASSES - RISK ASSESSMENT

No	Risk	Mitigations	Impact	Likelihood	Risk Level	Is the risk deemed manageable?
1	Staff witness or are disclosed a serious safeguarding incident digitally	Digital safeguarding guidelines are shared and agreed by young people and staff. Clear channels for referrals and disclosures are in place. Safeguarding policy is renewed annually and approved by the board.	5	3	15	yes
2	Young people breach safeguarding rules online	Digital safeguarding guidelines are shared and agreed by young people and staff. Clear channels for referrals and disclosures are in place. Parents/Carers are aware and have given permission for participation in online activity. Staff hold contact details for all young people's parents/carers.	5	3	15	yes

3	Young people disengage with activities	Staff to check in with all members by phone. Update digital content and maintain an online presence. Present different opportunities for engagement.	2	3	6	yes
5	Young people report suffering from poor mental health	All staff have received safeguarding and mental health first aid training. Staff to follow safeguarding procedures in safeguarding policy. Staff to hold contacts of young people's parents/ carers.	4	4	16	yes
6	Staff unable to work due to illness, bereavement or child care	Staff to stay in contact with managers and board. Workload to be managed across team and all non essential delivery to be reduced in case of staff shortage. All staff members have access to all files and work phones.	3	4	12	yes

7	Virus or Hacking on Computers	All computers have been fitted with anti virus software. All files are backed up in the cloud. Use of recognised storage software systems. All passwords are different for every account.	3	3	9	yes
	Likelihood key:		Impact key:		Level	Percentage:
	1 - Rare		1 - Insignificant		Low risk	1-7 14%
	2- Unlikely		2 - Minor		Moderate risk	8-14 29%
	3 - Possible		3 - Moderate		High risk	15-18 43%
	4 - Likely		4 - Major		Significant risk	19-25 0%
	5 - Almost certain		5- Extreme			