

Parish of

## Activity risk assessment

Activity: Pastoral Visiting

Date of first risk assessment: March 2025

Location: Homes/ Care homes

Name of leader with responsibility: Incumbent

Date to be reviewed: September 2025

<b><i>What are the hazards?</i></b>	<b><i>Who might be harmed and how?</i></b>	<b><i>What are you already doing?</i></b>	<b><i>Do you need to do anything else to manage this risk?</i></b>	<b><i>Action by whom?</i></b>	<b><i>Action by when?</i></b>	<b><i>Done</i></b>
Visits are being made to adults who may be vulnerable.	The adults who are being visits may be at increased risk of abuse from individuals both inside and outside the church context.	All pastoral visitors are safely recruited, DBS checked and have completed safeguarding training.  Pastoral visitors have been given copies of relevant practice guidance  Pastoral visits will take place with the consent and or at the request of those visited at prearranged times.  Where appropriate visits to take place in pairs.  Pastoral visitors will keep record of time/ date of visit in central diary or communicate this to the incumbent.  Amy safeguarding concerns arising during the visit should be	Incumbent to arrange regular pastoral meetings to share good practice and ensure appropriate policy and guidance is being followed.	Incumbent	Within 3 weeks	

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		discussed with the PSO and or diocesan safeguarding team as soon as possible within 24 hours.				
Risk to volunteers and staff/those visiting	Pastoral visitors may be at risk of harm from the adult they are visiting.	<p>Pastoral visitors have been given copies of relevant practice guidance.</p> <p>Pastoral visitors to attend in pairs if appropriate.</p> <p>All pastoral visitors have attended safeguarding training and.</p> <p>Pastoral visitors are aware that they should end the visit early if they feel in any way unsafe or uncomfortable.</p> <p>Pastoral visitors always let the incumbent or another member of the pastoral team know when they are carrying out a pastoral visit.</p> <p>Pastoral visitors should always carry a charged mobile phone with emergency contacts in it.</p>	This risk assessment to be shared with pastoral visitors.	Incumbent	One week	
Visits may upsetting for pastoral visitors.	The emotional well-being of pastoral visitors may be impacted by pastoral visiting.	Pastoral visitors have been informed that if emotional support and advice is available from the vicar and the diocesan team if required.				✓
Ill health/medical emergency	The adults being visited may experience sudden ill health or team	Pastoral visitors will contact emergency services immediately if seriously				✓

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	could spread illness to vulnerable adults.	<p>concerned for health of those visited.</p> <p>With consent of the person being visited, support them to contact GP or family members for non-immediate health concerns.</p> <p>Visits should not take place if the pastoral visitor is unwell and might spread illness to those being visited.</p>				
Concerns about gifts/handling of money	<p>Those visits are vulnerable to financial exploitation.</p> <p>Team are vulnerable to allegations of exploitation if they do not follow correct and appropriate processes and procedures.</p>	<p>Any gifts of food or money to those visited will only be given if authorised by the PCC and on behalf of the church</p> <p>Token gifts only should be accepted by visitors (e.g. a bunch of flowers, or small box of chocolates</p> <p>If the person being visited requests you buy them something on their behalf (eg a small amount of milk,bread etc) this should be first discussed with the incumbent or PSO to ensure correct and safe process is followed. All receipts must be kept.</p> <p>Any concerns about financial abuse from any other visitor to the adult should be shared with the PSO and diocesan safeguarding team as soon as possible within 24 hours.</p>				✓

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