



*Developing young people through  
personal challenge*

## **Risk Management Policy**

The Board of Trustees of Youth Challenge Oxfordshire (YoCO) recognises that the youth group meeting premises, programme, events and activities should be as safe as is reasonably possible. This includes identifying hazards, quantifying any associated risks, and taking what measures are possible to minimise those risks.

The Board of Trustees will ensure that:

- Risk assessments are undertaken for all premises/activities/events/trips and delegate the responsibility of carrying out those assessments to the Youth Group Manager. Once risk assessments have been completed, preventative measures should be evaluated and improved, if necessary.
- Volunteers are inducted and trained appropriately.
- Improvements to premises/activities/events/trips are made when needed
- Risk assessment and safeguarding will be an agenda item at all trustee meetings.

The Youth Group Manager will make sure that:

- Risk assessments are carried out at regular intervals and for all premises/ activities /events/trips
- The completed assessments are stored in the Health and Safety file
- Staffing ratios of leaders to young people are adequate
- DBS checks are in place for staff, volunteers and trustees of the charity.

### **Definitions:**

**HAZARD** – anything that can cause harm

**RISK** – the chances, high, medium or low, someone will be harmed by a hazard

**This policy was adopted at the Board of Trustees Meeting on:** 29<sup>th</sup> September 2020

**Signed on behalf of the Board of Trustees:** Jane Cranston

**Date of review:** Sept 2021

