

“Risk Assessment Chart and Examples”

This chart and the examples could be used as a guide as you designate positions as low, medium and high risk. It is always best to reduce the level of risk as much as possible. The information on this chart can assist you as you modify roles and responsibilities and as you create statements concerning boundaries and limitations.

Determining Level of Risk

Factor	Low Risk	Medium Risk	High Risk
Age and Level of vulnerability	able-bodied adult	teenager	child or baby infirm senior person with a disability
Size of group	large	small	one-on-one
Location and visibility	-Meeting room or hall -Worship space -Off-site public space	-room with open door or door with a window -office and other small areas visible to others	-private home -room with doors closed and no windows -off-site private or home meeting with children, youth or shut-in -car -enclosed private spaces
Type of activity	bible study fellowship event worship	-youth group meeting -children’s class with two teachers or with supervisor present -hospital visiting -nursing home visiting	-youth group sleep- over -children’s class with one teacher and no other adult in the vicinity -one-to-one home visits -one-to-one music or liturgical instruction
Supervision and Monitoring	-supervisor always present -always in large groups -meetings/activities are documented regularly	-occasional supervision -some documentation of activities or meetings	-little to no supervision -no documentation of meeting or event
nature of relationship	-short-term -non-intensive -non-intimate	-personal relationship -extends over time	-one-to-one relationship -high level of intimacy and influence

degree of authority associated with the position	low level of authority	medium or high authority ministering to others of similar authority	high authority with large power differential
Physical Safety	rare physical risks	occasional physical risks	frequent physical risks
Financial	no financial involvement	infrequent financial involvement with small amounts of money and/or shared responsibility	frequent financial involvement or with large amounts of money or functioning alone
Confidential and sensitive information	no confidential or sensitive information	Occasional access to confidential or sensitive information	Regular possession of confidential or sensitive information
Damaged Reputations	None	potential for misconstrual of activity	significant risk of false accusations

Risk Assessment

Examples:

Low Risk	Medium Risk	High Risk
-committee chairpersons -readers or altar guild members	-church school teachers and youth group leaders in shared leadership positions or where other responsible adults are present -supervisor of servers	-in-home pastoral visitors who visit alone -leaders at overnight youth programs -clergy and staff -adults who interact with children/youth when no other adult is present