

Risk Assessment & Management Policy - Family Wraparound Service (Ashkirk)

Date Written: April 2012

Date Reviewed: August 2023

Purpose: To outline our approach when assessing and managing risk in respect of clients temporarily housed within the Family Wraparound Service (Ashkirk)

Scope: This policy will apply to all families residing in the Family Wraparound Service

Date For Review: August 2025

Responsibility: Head of Service (Care and Support)

Policy

1. Introduction

- 1.1 Bernicia acknowledges that every situation has a potential element of risk and that it is necessary, at all times, to have in place robust systems for risk assessment to, as far as possible, identify, minimise, and mitigate potential risks for both users at the scheme and staff of Bernicia.
- 1.2 Bernicia has a duty of care to clients of the Family Wraparound Service (Ashkirk) and its work with vulnerable adults and children to live within a risk managed environment.

2. Policy statements

- 2.1 We will operate a Risk Assessment system which will take into consideration information which is held by other agencies and is available at the time so that risk assessments undertaken result in informed judgements based on sound information.
- 2.2 We will involve other agencies, where appropriate, in the management of risk.
- 2.3 We will seek families' agreement for the sharing of confidential information to support the risk assessment systems. The gathering and sharing of this information will be carried out within guidance contained within Confidentiality and Data Protection Policies.
- 2.4 We will continually manage, and risk assess, situations as and when they arise.
- 2.5 We will train staff to assess and manage risk, this may involve a range of resources, information and support of other individuals and agencies as appropriate.
- 2.6 We will ensure staff are trained in the use of risk assessment and risk management systems.

3. Responsibility for implementation

- 3.1 The Head of Service (Care and Support) has the overall responsibility for implementation of this policy. The Project Team at the Family Wraparound Service are responsible for undertaking assessment and management of risk in line with risk assessment systems in place.

4. Actioning the policy

- 4.1 This policy will be actioned every time there is a risk assessment or management of risk as a result of risk to either client or staff.

5. Monitoring the policy

- 5.1 It is vital that risk management, is not perceived as a one-off exercise, and nor should it be “done”, and “just” periodically reviewed. In order to be effective, Bernicia acknowledges that a regular and on-going review of risks and controls must be in place, at all levels. In order to ensure that this takes place, both staff and management regularly review risk management practices.
- 5.2 A review of the risk management register will be carried out in accordance with the guidelines of the Bernicia Risk Management Framework.

6. Resources

- 6.1 There are no resource implications of this policy as all actions can be delivered from existing resources.

7. Equality and Diversity

- 7.1 An equality and diversity impact assessment has been undertaken on this policy.
- 7.2 In carrying out its services, we are committed to:
- Treating all customers and employees positively regardless of any personal characteristics including gender, age, ethnicity, disability, sexuality, gender reassignment or religion.
 - Taking seriously all complaints and investigating and responding accordingly.
 - Using plain language and providing information in other languages, large print, audio, and Braille on request.

Uncontrolled if printed – This may not be the latest version of the policy.

