

Link Volunteer Service

Risk Assessment Form

**Name and address of home visit: Assessed by: Carol Aamirghiasvand**

|  |  |  |
| --- | --- | --- |
| **Potential Risks** | **Risk****Low (L), Medium (M), High(H)** | **Control Measures** |
| **Pets*** Are there any pets in the home?
* Where will pet(s) be during visit?
 |  Low |  |
| **Hazards*** Cables
* Building/repair work in process?
 | Low |  |
| **Parking*** On Road?
* Drive?
* Car park?
 | Low | Car Park |
| **Others present during visits*** Who will be present during visit?
 | Low | Lesley however sometimes Jerry, husband will be there |
| **Entry requirements*** Key safe?
* Door entry system?
* Code required?
 | Low | Sign in the visitors book and then ring the bell to be let in |
| **Travel to/from home visit*** Travelling by car or public transport?
 | Low | When travelling by car, drivers* must have a full, in-date driving license.
* must wear their seatbelt whilst driving.
* should tell their insurers that they are using their vehicle in their voluntary activities.

In the event of an accident, PSPA should be informed. |
| **Lone Working*** Are visits taking place during work hours (Mon-Fri 9-5)?
 | Low | See Lone Working Policy and Lone Working Guide for Volunteers.If volunteer is visiting a home outside of the Volunteer Coordinator’s working hours, the Volunteer Coordinator must be on call during the visit. |
| **Safeguarding** | Low | All volunteers complete an enhanced DBS check and safeguarding training.All volunteers provided with an ID card which they must take when attending a home visit. |
| **Boundaries** | Low | All volunteers trained in maintaining boundaries with service users. This includes not providing personal care to service users or respite for carers. |
| **Confidentiality** | Low | Volunteers only provided with necessary personal details of service users.Volunteers trained in confidentiality and data protection. |
| **Spreading illness (including Covid-19)** | Low | Volunteers asked to take a mask to be worn at either theirs or the service user’s request.Volunteers to use hand sanitiser before and after home visits.Volunteers / service users should cancel a home visit if they feel unwell. |