

**STANDARD WORKING AGREEMENT FOR INDEPENDENT RISK ASSESSEMENTS
COMMISSIONED BY THE CATHOLIC CHURCH IN ENGLAND & WALES**

This Agreement relates to an assessment of risk commissioned by:

Diocese/Religious Congregation (*delete as appropriate*), with the approval of the Bishop or Congregation Leader:

Name of Safeguarding Coordinator/Officer:

The subject of the risk assessment is:

The assessment work will be undertaken by:

The work undertaken will consist of:

Number of individual sessions: Based at:

Number of group work sessions: Based at:

Residential assessment period: Based at:

The specific areas of risk to be assessed are:

The Assessment Report

The Assessment Report will be prepared for distribution no later than

The Assessment Report is the property of the commissioning Diocese/Religious Congregation (*delete as appropriate*), and will be held securely and confidentially by them for 100 years in line with the recommendations of *A Programme for Action (Lord Nolan, 2001)*, for the purposes of safeguarding children/vulnerable adults and the prevention of abuse. It will be made available only to those entitled to access it to fulfill their responsibilities for safeguarding children/vulnerable adults and the prevention of abuse. Copies of the Report will be sent to the commissioning Bishop or Congregation Leader and those with delegated responsibility for safeguarding in the Diocese/Religious Congregation and, in the interests of transparency, a copy will be provided to the subject of the assessment.

NB - Assessment Reports must not contain 3rd party information; where such information must be shared with those responsible for Child and Vulnerable Adult Protection in the Commissioning Diocese/Religious Congregation, it should be provided as a separate addendum to the Report and anonymised as appropriate.

Safeguarding Policies

The National Policies & Procedures of the Catholic Church in England & Wales in relation to safeguarding will be followed by the assessors in carrying out this work: **all safeguarding issues raised during the work will be reported to the Safeguarding Coordinator named above.**

The risk assessors quality standards & evaluation processes are as follows:

Financial Arrangements:

The cost of the assessment will not exceed:

Contact details:

Any unavoidable changes to this agreement must be notified to the other party as soon as they are known.

Signed by
Diocese/Religious Congregation:

Date:

Assessment Organisation:

Date: