

SYCBaps church activities risk assessment and management

All activities organised for the *South Yarra Baptist Community Church* have to abide by our Safe Church policy.

When you organise an event that is an open invitation to the congregation, please consider the following details and submit this form to the host group at least 1 week before your event:

hosts@southyarrabaptist.church

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| What is the activity? | |
| When is it taking place? (Date and time) | |
| Where is it taking place? | |
| If the activity is taking place online, are you using the church Zoom account? | <input type="checkbox"/> yes <input type="checkbox"/> no (<i>please specify what platform you are using below</i>) <input type="checkbox"/> it is not taking place online Comments: |
| Who is organising it? | |
| Who is in charge on the day? | |
| How will people be contacted if the event has to be cancelled or changed? | |
| If children are attending, will they be supervised by a parent or guardian for the whole event, including transport to and from? | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> there are no children attending Comments: |
| Is the activity open to those whose Covid vaccination status is unknown, or only open to those who are fully vaccinated or exempt (including children under 5)? | <input type="checkbox"/> anyone, no matter what their Covid vaccination status <input type="checkbox"/> fully vaccinated or exempt only Comments: |
| Have you informed attendees of anything they should be aware of eg. weather, food, Covid-safe requirements, other hazards? | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> not applicable Comments: |
| Have you considered whether this event is suitable for and as inclusive as possible of the range of circumstances of our congregation members? Consider age, ability, language, financial access, health, cultural background, transport | <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> not applicable Comments: |