



Anglican Diocese  
of Christchurch  
He Oranga Mihinare

# Safety Performance Review

for a ministry unit working with:

Children, Young People, Vulnerable adults

## Health and Safety

Does your Parish/ Ministry unit have the following:

1. Has your parish adopted in full the 'Diocesan Health & Safety Policy document'? (see Diocesan Website)
2. Has your parish/ ministry unit developed health and safety procedures/ guidelines/ statements/ templates including:
  - a. Emergency and Evacuation Procedures
  - b. First Aid Procedure
  - c. Hazard and Risk Identification and Mitigation Procedure
  - d. Hazard and Risk Management Register
  - e. Safety Check of Programme Environment/ Church Building and Briefing Prior to Use Procedure
  - f. Accident and Incident Procedure (including responding to, recording, investigating & reporting)
  - g. Accident and Incident Register/ Record Book/ Report Form
  - h. Procedure for Engaging a Contractor
  - i. Procedure for Transporting Children, Young People and Vulnerable Adults
  - j. Procedure for Off-Site Activities and Overnight Camps (including RAMS)
  - k. Privacy Policy and Collection, Storage and Use of Information Procedure
3. Have all your employees and volunteers read and agreed, in writing, to abide by your parish/ ministry unit Policies and Procedures, including the Code of Conduct and the Code of Ethics?
4. Your parish vestry must have an appointed 'Health and Safety Champion'. Is this person liaising with all groups within the parish, including children's ministry, youth ministry and ministry to vulnerable adults to ensure appropriate health and safety standards are maintained within the whole parish?