

Safeguarding risk assessment guide- reflection questions

The purpose of the reflection questions is to support the Inclusion Works project implementors to think through the possible safeguarding risks as they fill in the risk assessment tool present in the project.

While the risk assessment has already been done, it is important for staff to consistently review it to ensure that it is comprehensive and that the project is delivered efficiently. We must ensure projects are delivered without causing harm as well as examine existing inequalities and inequities that may have been overlooked during the initial risk assessment. It is also crucial that we also undertake the risk assessment with a gender perspective and analyse the risks that may arise as a result of pursuing gender equality in the Inclusion Works project.

A comprehensive safeguarding risk assessment will ensure that programmes and projects are as safe as possible for the jobseekers, and that measures are put in place to ensure that safeguarding issues are mitigated, and that any safeguarding issue that arises is reported and addressed efficiently.

Risks associated with interaction of target group with staff, volunteers and partners

- What is level of contact by staff and partners with the target group and how can you make sure this remains safe?
- Do project staff, volunteers and partners have the appropriate knowledge, skills and attitude to work safely, inclusively respectfully without causing harm to men and women with disabilities? Are they conscious of their own norms and bias' that influence whether and how they engage with the participants in all their diversity?
- Do staff understand and are they able to recognise potential negative impacts of the programme?
- Are staff able to influence interventions and address these within their area and level of responsibility?
- Are staff able to look at the gender and diversity of partners, suppliers and contractors? For example, if they are predominantly men, what impacts might this have on women participating in the project?
- Are staff able to consider whether all partners, suppliers, contractors, community volunteers and other relevant stakeholders who are involved in the intervention:
 - a) have been recruited, background checked and/or vetted for safety?
 - b) received the minimum required training on safeguarding in relation to their involvement in the intervention.

And, if not what risk does this pose to the project?

Risks associated with persons with disabilities engaged in the project

- Reflect on any specific risks of the target group e.g. Disability: Some people with disabilities may be more at risk of abuse than others – women with intellectual disabilities may not have had the same access to sexuality education and may not understand what behaviour is acceptable or appropriate. In addition, other participants may be more vulnerable to abuse due to their economic status or other factors.
- What are some of gender norms and expectations of the target group? how might this impact on their involvement or pose risk?
- What kinds of risks are the people in the target group exposed to during the activity? E.g. are the training venues safe? Are the people contracted to work with the target groups aware of organisational policy on safeguarding and the need to ensure that all people are safeguarded?

How does the project impact on the dynamics of the context? Does the identity of the target group pose safeguarding risks with other groups? e.g. How might the programme intervention fuel tension in the context of the target group? Risk of bullying, abuse, exclusion etc.

Programme objectives and activities

- What potential 'backlash' or resistance might there be to the involvement of and/or increased opportunities of the target group?
- What kind of violence might the target group face as a result of our activities/ participation in the project activities or attachment to specific employers?
- Have you assessed whether working only with persons with disabilities only or promoting equal participation between women and men might create resentment or frustrations amongst other groups? and in turn may create backlash towards the target group?
- Consider whether and how the project might drive abuse covertly or strengthen negative attitudes or practices? E.g. will the economic empowerment of women with disabilities fuel conflict with their spouses resulting in violence?
- When digital platforms are used for people to engage virtually, have you provided additional briefing on safeguarding to the target group? Have you taken measures to ensure their safety?
- Have you discussed the potential safeguarding risks with the target group and other relevant stakeholders?

Consider the locations where activities take place as they may pose different accessibility and safety risks that need to be assessed and taking into account the diverse identities (gender, indigenous status, , race, religion etc)

Use images and stories for communications and fundraising

- Consider what risk there may be in the presentation and use of images. Do the images and stories present risks of harm? For example perpetuating or reinforcing negative stereotypes, even with permissions given e.g. perpetuating harmful negative stereotypes about countries, people living in poverty, cultural traditions etc

Procedures for reporting and responding to allegations

- Have the procedures for reporting allegations been designed in a way that all people involved in the project know and have confidence in the mechanism? Will the mechanisms work efficiently for all stakeholders? (Is it clear, safe, confidential and accessible?)

- Do participants have enough information about the procedures? and if not, what are the possible risks?
- Do staff and partners have sufficient training on the reporting procedures and mitigation mechanisms? and if not, what are the possible risks associated to that?