

RISK MANAGEMENT POLICY

v1.0 (last updated Jun-25)

Introduction

Our charity is committed to identifying, assessing, and managing risks that could impact our operations, reputation, and ability to deliver our mission. Effective risk management helps safeguard our beneficiaries, volunteers, and assets. This policy is to establish a clear framework for managing risk across the charity, ensuring risks are recognised, evaluated, and mitigated appropriately.

Risk Management Approach

We adopt a proactive approach to risk management by:

- Identifying potential risks in all areas of our work, including financial, operational, reputational, legal, and safeguarding risks
- Assessing the likelihood and potential impact of these risks
- Implementing controls and measures to reduce or eliminate risks where possible
- Monitoring and reviewing risks regularly to ensure controls remain effective

Roles and Responsibilities

- Trustees have overall responsibility for risk management and ensuring effective systems are in place.
- Volunteers and others working on behalf of the charity are expected to be aware of risks relevant to their roles and to report any concerns promptly.

Risk Assessments

We carry out individual risk assessments for our activities and services. Each assessment identifies potential risks, evaluates their likelihood and impact, and outlines the actions needed to manage or mitigate them. These risk assessment forms are reviewed regularly and updated as required to ensure ongoing safety and compliance.



Training and Awareness

Where appropriate and required, we provide training and resources to trustees, volunteers, and others working on behalf of the charity to raise awareness of risk management and encourage a culture of risk-conscious decision-making.

Incident Reporting and Response

Any incidents or near misses must be reported promptly. We have procedures in place to investigate incidents, learn from them, and take corrective action to prevent recurrence.

Changes to This Policy

We may update this policy from time to time to reflect changes in the law and to ensure it remains effective and up to date. The latest version will always be published on our website and dated clearly at the top of the page.

How to Get in Touch With Us

If you have any questions about this Policy or how we handle your data, please contact us by email at info@sunshinecoastbreastfeedingsupport.com.