



## Application for Approval of Events and Activities with Young Children and Young People 2021

*Our Lady of Sorrows and St. Bridget of Sweden, Isleworth, is fully committed to safeguarding and promoting the well-being of all its parishioners. We should always show respect and understanding for the safety and welfare of others. Parishioners are encouraged to be open and to share any concerns or complaints that they may have with the Parish Safeguarding Representative.*

**TO BE COMPLETED BY THE EVENT LEADER AND SUBMITTED TO THE PARISH PRIEST FOR APPROVAL**

(i) GENERAL EVENT DETAILS	
Parish/Organisation	
Name and contact Details of Liaison Person	
Event Leader	
Event Description	
Venue(s) and Location (s)	
Start Date/Date of Departure	
End Date/Date of Return	
(ii) TRANSPORTATION & ACCOMMODATION	
Transport Arrangements	
Transportation Provider (Name and Contact Details)	
Travel Insurance	
Name and Address of Accommodation	
Fire and Health and Safety Policies Reviewed	
(iii) ACTIVITY DETAILS	
Activity/Event	
Aims and Objectives of the Activity or Event	
Reason for Activity or Event	
Details of any planned hazardous activity	
Insurance Arrangements	

<b>(iv) EVENT LEADERS</b>
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Adult Leader	Gender	Responsibilities	Experience/Training	Date of last DBS relevant to the role

### (v) EVENT PARTICIPANTS

<b>Age Range</b>	
<b>Adult – Child Ratio</b>	
<b>Number of Boys</b>	
<b>Number of Girls</b>	
<b>Any known special needs of participants. How are they being met?</b>	

### (vi) RISK ASSESSMENT

<b>Name of person carrying out risk assessment</b>	
<b>Role</b>	
<b>Contact Details</b>	
<b>Key comments or concerns</b>	
<b>Signature &amp; Date</b>	

### (vii) APPROVAL BY PARISH/ORGANISATION

<b>Documents attached for Review:</b>	
<b>Information Sheet</b>	
<b>Yes/No (Please Circle)</b>	



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