

Risk Assessment Number:	1	Date of Assessment:	17/09/2026
Risk Assessment Location:	Supported Living	Date for review: (Yearly unless significant changes occur)	17/09/2027
People Involved in Assessment:	Martin Malloch (Registered Manager), Marina Neath (Registered Manager)		

Risk Evaluation

Sexual harassment is recognised as a foreseeable workplace risk within the organisation. Potential risk factors include lone working, close-contact and personal care activities, contact with people supported, interaction with colleagues and third parties, electronic communication, and situations involving individuals with known sexualised behaviours. The organisation recognises that incidents of sexual harassment have the potential to result in significant harm to employees. For this reason, preventative controls are required irrespective of the frequency with which incidents occur.

The control measures identified within this assessment are considered reasonable and proportionate to the company-wide risks currently identified. Where an individual, location, activity or circumstance presents an increased or specific risk, additional control measures will be identified and documented through an individual or activity-specific risk assessment.

The effectiveness and adequacy of controls will be kept under review through incident monitoring, employee feedback, supervision, staff surveys and management oversight. This assessment will be reviewed following any significant incident, identified trend, relevant organisational change or change in legislation or guidance.

Task / Work Activity / Work Area Assessed:		Sexual Harassment in the Workplace (Company-Wide)				
What are the hazards?	Who is at risk?	What are you already doing?	Do you need to do anything else to control this risk?	Action by whom?	By When?	Done?
Sexual harassment during a lone working situation Sexual harassment by service users Sexual harassment by colleagues, service user's relatives, friends or visitors Sexual harassment by professionals or contractors Sexual harassment through electronic communications	Office based staff Support workers Managers Agency workers Volunteers Students / work placements	Training / Development Sexual harassment training completed by all employees, course syllabus includes: ➤ Legislation ➤ What is Sexual Harassment? ➤ Types of Sexual Harassment ➤ Workplace Culture ➤ Trauma and its Effects ➤ Recognising Sexual Harassment ➤ Addressing Sexual Harassment ➤ Support and Reporting ➤ Mediation ➤ Legal Options	Existing control measures are considered sufficient and proportionate to the risks identified at the time of assessment. No additional company-wide control measures have currently been identified as reasonably necessary. Where an individual, location, activity or circumstance presents an increased or specific risk, additional controls will be considered and documented through the appropriate individual or activity-specific	N/A	N/A	N/A

Sexual harassment is unwanted conduct of a sexual nature that has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment. Sexual harassment can be a one-off incident or a pattern of behaviour, and can occur in person or through electronic or online communication. Examples of sexual harassment may include, but are not limited to: • Sexual comments, jokes, banter, remarks or advances • Sexualised or inappropriate comments about a person's appearance, body, clothing, gender or sexuality • Intrusive or inappropriate questions about a person's private, romantic or sexual life • Requests for dates, romantic relationships, sexual relationships or sexual activity • Repeated unwanted romantic or sexual attention, including where an individual has previously made clear that the attention is unwanted • Inappropriate, sexualised or unwanted messages,		Refresher training arrangements in place Sexual harassment discussed in team meetings and individual supervisions, and also informal opportunities such as management checks / visits The effectiveness of training and staff understanding will be monitored through supervision, team discussions, staff surveys, management observations and review of incidents or concerns Communication Sexual harassment awareness poster displayed in office, and sent to all employees via Slack Sexual harassment report form and resources page on staff login area of New Direction Support website Practice Leaders and Practice Champions have followed up on this digital campaign to ensure staff's understanding Up to date bullying and harassment policy available to all employees through the staff section of the company website and in printed form in the office Reporting Sexual harassment reporting form in place Sexual harassment posters provide contact names and number for senior management Relevant policies are accessible on sexual harassment report and resources	risk assessment. Controls will be reviewed following incidents, identified trends, staff feedback, organisational change or legislative change.			
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emails, photographs, videos or social media contact • Sending, showing or sharing sexually explicit images, videos, memes or other material • Unwanted physical contact, including touching, hugging, kissing, stroking or deliberately invading someone's personal space • Sexual gestures, facial expressions, staring or leering • Following, watching or deliberately positioning oneself near a staff member in a sexualised or intimidating manner • Sexual comments or behaviour during personal care or other support activities • Exposure to nudity beyond what is reasonably necessary for personal care or support • Exposure to sexually explicit material or sex toys • Deliberate sexualised exposure of intimate body parts • Sexually explicit behaviour directed towards staff		page, as well as on the main policies and procedures page Accessible management support Clear escalation routes (this is noted within the bullying and harassment policy, and also the sexual harassment posters) Employees raising concerns relating to sexual harassment will be supported appropriately and protected from victimisation, retaliation or unfair treatment Reports of sexual harassment, actions taken and outcomes will be recorded appropriately to enable monitoring of individual incidents, repeated behaviour, emerging patterns and the effectiveness of control measures Where sexual harassment by a person supported constitutes, or may constitute, a criminal offence, safeguarding procedures will be followed and advice sought from relevant professionals, which may include the local authority, police, commissioning authority, safeguarding team or other appropriate agencies Company Culture The company has a zero-tolerance approach to sexual harassment and is committed to taking all reports and incidents seriously. Where behaviour arises from a person supported, the organisation will respond proportionately, taking account of the person's individual needs, capacity, communication, behaviour support needs and rights,				
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• Sexual acts or masturbation in the presence of, or deliberately directed towards, staff • Attempting to touch staff in an intimate or sexual manner • Attempting to involve staff in sexualised behaviour or conversations against their wishes • Sexualised threats, propositions or remarks • Making sexual comments about one member of staff to another • Harassment occurring during visits, community activities, transport, appointments, work-related social events or other activities connected with work • Sexual harassment through telephone calls, video calls, messaging platforms or social media • Retaliatory, intimidating or hostile behaviour following the rejection of romantic or sexual attention • Encouraging or pressuring another person to engage in sexualised behaviour towards a member of staff		while ensuring appropriate measures are taken to protect employees. Expectations regarding professional conduct, sexual harassment, reporting arrangements and the organisation's approach to preventing sexual harassment are communicated during employee induction Managers trained to respond appropriately to reports or witnessed incidents of sexual harassment Staff are expected to maintain professional boundaries at all times and report any concerns relating to inappropriate conduct, gifts, personal relationships, social media contact, or behaviour that may increase the risk of sexual harassment Employees have been consulted as part of this risk assessment through a company-wide sexual harassment survey and ongoing supervision and team meeting discussions Lone Working Up to date lone working and personal safety policy in place Managerial support available if required, including out of hours (on-call system) Staff are aware to contact police if the behaviour of the person / people constitutes a criminal offence Escalation arrangements in place Employees are authorised to withdraw from a situation where they reasonably believe their immediate safety is at risk,				
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Deliberate exposure of staff to bodily fluids where this forms part of sexualised behaviour or is directed towards staff in a sexual manner		seek assistance and report the incident. Employees will be supported in doing so and will not be subjected to adverse treatment for taking reasonable action to protect their safety. Person-Specific Risk Management PBS plans, Safety Intervention Plans and Safety Plans in place where appropriate. Behaviour support guidance provided Where a person supported demonstrates sexualised behaviour, has a history of sexual harassment towards employees, or an assessment identifies an elevated risk, a separate person-specific risk assessment and behaviour support plan will be implemented Risk assessments will identify situations where staff may be at increased risk of sexual harassment and determine whether additional controls or staffing arrangements are required. Any incident involving sexualised behaviour towards employees will prompt consideration of whether the individual's support plan, risk assessment, staffing arrangements and behavioural support strategies require review. Where the incident indicates that existing controls may be insufficient or circumstances have changed, these will be reviewed without undue delay. Contact with Others Contractors, professionals, relatives, visitors and other third parties who interact with employees through their work are expected to behave				
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		appropriately and must not subject employees to harassment, including sexual harassment. Where inappropriate behaviour occurs, reasonable and proportionate action will be taken to protect employees and prevent recurrence. This may include challenging the behaviour where appropriate, reporting concerns to the individual's employer or relevant organisation, reviewing future contact arrangements, implementing additional control measures, or restricting contact where reasonably practicable and appropriate. Debrief Employees who experience sexual harassment will be offered support, debrief and management follow-up. Monitoring A staff survey has been conducted and will continue to be issued to employees annually Staff supervisions and team meetings conducted quarterly The Registered Manager and senior leadership team will periodically review incidents, complaints, concerns and survey feedback relating to sexual harassment to identify emerging themes and required control measures This risk assessment will also be reviewed following any serious incident of sexual harassment, identified trend, complaint, grievance, significant organisational change, or legislative update.				
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