

RAM (RISK ASSESSMENT AND MANAGEMENT)/ CASE MANAGEMENT PROCEDURES

- The Hallam Catholic Safeguarding Commission has delegated some aspects of case management to the RAM group.
- The RAM group meets bi-monthly two weeks before the Commission meeting.
- Membership comprises:
 - Marie O'Donnely (Safeguarding Co-ordinator)
 - Fr. Peter McGuire (Clergy Adviser for Safeguarding)
 - Kathleen Walley (Chair- Safeguarding Commission)
 - Bob Levesley (Adult Safeguarding L&D Consultant – SCC/St. Francis Parish Rep)
 - Steve Hill (LADO – SCC)

At any time Commission chairs may nominate any other members with relevant expertise or invite another person in connection with any particular issue.

- Purpose of RAM
 - i) To consider all blemished Disclosures and relevant Self-Declarations (as per Safe Recruitment procedures) and determine whether any further assessment/action is required.
 - ii) To review all Covenant cases on a rolling basis.
 - iii) To review other case matters as notified by the Diocesan Safeguarding Co-ordinator.
 - iv) To provide a mechanism for emergency discussion of urgent matters.
- The RAM group will consider what matters should be referred to:
 - i) External Safeguarding Authorities
 - ii) Bishop
 - iii) Commission
 - iv) Trustees
 - v) Professional Supervisionand will highlight any practice/policies or resource issues which require attention.
- Records of meetings will be maintained and a separate case record as appropriate.