

Risk Identification: Worksheet

Risk identification

Reflect on your school, organization, or program risk exposure.

Social-emotional
trauma from
microaggressions

What identities are at risk of harm from microaggressions in your programs? Where and when are they most likely to occur?

Explicit
discrimination,
threat, or violence

Where and when are your participants exposed to the risk of explicit discrimination, threat or violence?

Location Based

Are there areas, businesses, etc. that pose a risk of exclusion incidents that outweigh the benefit of traveling there?

Fundraising

Are your fundraising tactics or narratives contributing to harmful narratives about your participants or program?

Risk Mitigation: Worksheet

Risk Mitigation

Reflect on your school, organization, or program's risk mitigation strategies and explore room for growth

Organization
strategic DEI work

How does your organization's strategic DEI work impact your participant's experiences?

Outward-facing
communication

Does your outward-facing communication perpetuate harmful narratives about your participants?

Staff training

How do/can you train your staff in harm reduction & inclusive community building?

Youth
engagement

How are participants engaged in this work? How can you engage them more deeply?

Contractor
practices

What are your expectations of contractors' inclusion skill sets and experience? How can you increase those?

Incident Response: Worksheet

Incident Response

Reflect on how your preparedness for incident response. Is there room for growth in training, practice, and systems? Do you track these types of incidents, why or why not?

Response to micro-aggressions

What microaggressions are common? List them and brainstorm a preferred response or action.

Response to explicit discrimination or violent threat

What resources are provided to field staff (training or otherwise) to recognize and respond to explicit discrimination or violent threats?

White allyship

What allyship is expected of those with a privileged identity? How can they be trained to act?

Debriefing

Does your current debriefing system create space for validation, accountability or healing? What can you add?

Organizational Follow-up at City Kids

Organizational follow up

**Reflect on how your school, organization, or program learns.
What systems are in place to support change?**

Parent notification

Who else is a stakeholder? Is there a process for notification?

Feedback to contractors & partner

Is your contractor feedback loop effective?

Training updates

Who is responsible for updating training? How do you include the right stakeholders?

Programmatic updates

Who is responsible for adjusting program content or operations? How do you include the right stakeholders?

Hiring process updates

How are hiring processes updated to ensure staff are qualified to manage exclusion incidents?