



National Fire Brigades Cadet Programme

Cadet Instructor Suitability Risk Assessment Form

How to Use this Form

This form is used to assess the suitability of an individual to undertake the role of Cadet Instructor within the National Fire Brigades Cadet Programme.

1. The Cadet Leader (assessor) must complete all sections of the form, including the Verification Checklist, Suitability Assessment, Risk Rating, Risk Summary, and Recommendation.
2. Information should be based on the applicant's conduct, experience, safeguarding awareness, engagement with young people, Police Vetting results, and any other relevant information.
3. Where concerns are identified, these must be clearly documented along with any proposed conditions, supervision arrangements, or mitigation measures.
4. The Cadet Leader must sign the Approval Panel section to confirm the assessment outcome.
5. All completed 'Cadet Instructor Suitability Risk Assessment Forms' must be sent to the National Working Group and securely retained by Cadet Leaders in accordance with the National Fire Brigades Cadet Programme 'Information Storage and Records Management Policy'.

Where practicable, assessments should be reviewed by at least two authorised adults to support transparency and consistency in decision-making.

Cadet Instructor (Applicant) Details

Name: _____

Brigade: _____

Assessment Date: _____

Verification Checklist

Requirement

Yes

No

Current Brigade Member / Approved Volunteer	<input type="checkbox"/>	<input type="checkbox"/>
In Good Standing	<input type="checkbox"/>	<input type="checkbox"/>
Police Vet Completed / Verified	<input type="checkbox"/>	<input type="checkbox"/>
Safeguarding Training Completed	<input type="checkbox"/>	<input type="checkbox"/>
Code of Conduct Read	<input type="checkbox"/>	<input type="checkbox"/>
Induction & Acknowledgement Completed	<input type="checkbox"/>	<input type="checkbox"/>

Suitability Assessment

Conduct Within the Brigade

Has the individual demonstrated behaviour consistent with Brigade values and expectations?

Yes No

Comments:

Engagement with Children and Young People

Has the individual demonstrated an ability to positively engage with children and young people?

Yes No

Comments:

Professional Boundaries

Does the individual demonstrate appropriate judgement, maturity, and professional boundaries?

Yes No

Comments:

Safeguarding Awareness

Has the individual completed safeguarding training and demonstrated an understanding of safeguarding responsibilities?

Yes No

Comments:

Behavioural, Welfare or Disciplinary Concerns

Are there any known concerns that may impact suitability to work with Cadets?

Yes No

Comments:

Police Vet Considerations

Did Police Vetting identify any matters requiring further consideration?

Yes No

Comments:

Risk Rating

Low Risk

No concerns identified. Individual is suitable to work with Cadets.

Medium Risk

Minor concerns identified that can be managed through supervision, mentoring, additional training, or conditions.

High Risk

Significant concerns identified that may affect suitability to work with children and young people.

Risk Summary

Recommendation

- Approved
- Approved with Conditions
- Not Approved

Conditions (if applicable)

Approval Panel

Where practicable, this assessment should be reviewed by at least two authorised adults.

Assessor 1

Name: _____

Position: _____

Signature: _____ Date: _____

Assessor 2

Name: _____

Position: _____

Signature: _____ Date: _____