



Safeguarding Policy

1. Purpose

The Company has a duty regarding the protection of children and vulnerable people from moral, psychological and physical harm that may arise at one of its events.

The purpose of this policy is to protect children and vulnerable people from harm and to provide all employees, workers and volunteers with information about the safeguarding policy adopted by the Company. This policy applies to all employees and types of worker including temporary workers, agency staff and volunteers.

2. Background

Generally, the Company's events are aimed at adults only, are restricted entry based upon an invitation list and attendees have to pre-register. However, on occasion, there may be children present at our events. We estimate this to be once or twice per year on average and this policy will be adopted.

3. Potential Risks

The risks to children will vary depending upon the style and character of the Event, the audience profile, the type of activities taking place, the age of the children and whether or not they are accompanied and supervised by a responsible adult.

Potential risks include:

- children who are unaccompanied/unsupervised
- children being vulnerable to sexual or criminal perpetrators;
- purchase or consumption of alcohol;
- children witnessing or being involved in substance misuse;
- anti-social behaviour;
- accidental harm;
- bullying;
- physical or mental abuse
- risks in relation to children involved in employment, entertainment or performance;
- children witnessing or being involved with inappropriate or dangerous adult behaviour
- Children exposed to unsuitable entertainment e.g. adult material, entertainers using strong or offensive language; sexualised entertainment or references; material containing violent/aggressive images or sounds.

4. Responsibilities

Where children or vulnerable people will be attending our events, the events team will need to ensure they have documented in the health and safety documentation any risks arising from this and the associated safeguards. They will be supported as necessary by Pure Senior Management.



5. Potential Safeguards

The primary safeguard for our events will be that we expect all children and vulnerable people to be accompanied by a responsible adult at all times. This is included in all client contracts as standard and where relevant communicated to attendees at the events directly.

Unaccompanied children will be refused entry to events and efforts will be made to assist their reunification with an appropriate adult.

Other safeguards may include:

- Children should not be in a 1:1 situation with an adult (other than their accompanying adult). Pure staff and the staff of any of our suppliers will be briefed to ensure they follow this rule.
- Using an external health and safety specialist to advise the Company specifically around safeguarding risks.
- using suppliers that understand the risks associated with events where children are present.
- Enhanced background checks/written references for staff responsible for supervising children 1:1, children's entertainers, or play/activity supervisors.
- Briefing all Pure staff and suppliers on the protocols around lost children and safeguarding activities.
- Signage at the venue for lost children.
- Wristbands to identify a child's responsible adult.
- Where alcohol will be served at an event, understanding the policy and implementation of age verification checks and ensure suppliers will do this consistently (e.g. Challenge 21 and agreeing in writing what ID will be accepted as valid).
- Ensuring that the relevant events staff and suppliers including any promoters/presenters/ hosts are briefed so that age appropriate, family friendly language and material is used, communications are responsible and do not encourage inappropriate or irresponsible behaviour.
- If any of the entertainment or activities are not suitable for children, ensuring there are physical barriers to restrict entry and adequate signage.
- Any lost children and/or First Aid points have at least two stewards and clear signage showing their location.
- If there will be photography or filming where children are present, ensure this is clearly stated in the event invite/ marketing and on site to comply with data protection laws.
- Where food or other allergens will be present, what signage or restrictions need to be in place to safeguard vulnerable people.

6. Choice of Suppliers



Where we will be engaging with suppliers that will have interactions with children or vulnerable people we will ensure that our supplier has engaged in the necessary background checks such as enhanced disclosure checks in the UK (or local equivalents if overseas).

7. Reporting Procedures

If safeguarding concerns are identified on site, these should be reported to the Event Lead or Pure senior management for further action.

In cases where safeguarding concerns cannot be addressed internally or require external intervention, this should be done on a timely basis. Unless required by law or advised by qualified external specialists such as the police or social workers, the concerns should only be discussed with the Event Lead and Senior Management to maintain confidentiality.

The Company may be under a duty to disclose allegations of abuse to the Disclosure and Barring Service or Disclosure Scotland as appropriate and may feel it is appropriate to inform the police of any allegations.

8. Maintaining records

The Company will ensure that all details associated with allegation of abuse are recorded clearly and accurately. The records will be maintained securely in line with the Company's confidential record keeping procedure.

If key learnings are made during the event, these should be shared with senior management and on an anonymous basis with the rest of the operations team as part of the event debrief.

9. Children who are unaccompanied, lost or unsupervised

Circumstances may arise in which children, who are without the supervision of an accompanying adult, must be temporarily supervised by event staff. In such circumstances, the protocol should be followed and written records should be retained to account for all actions taken to reunite the child with the responsible adult or to otherwise safeguard the child/young person.

All event staff should be briefed in advance on the Lost Children protocol. This is likely to include:

- contact details for rest of the events team via telephone and radio to quickly notify them of the lost child
- No adult should be left with a child/children by themselves.



- Where the lost children point is located and who is staffing it. This should also consider whether those people are DBS checked (and to what level) or are working in pairs.
- Who the event lead for Lost Children is.
- What the procedure for reuniting lost children with their parent/carer is.
- Whether wristbands are available for young children
- Signage at the event for the location of the Lost Children point
- Ensure an audit trail is maintained in relation to incidents involving lost children or unaccompanied vulnerable young people noting what event staff were involved, a log of the time they were found and reunited with their parent/ carer or further action taken.
- What action should be taken if a child cannot be reunited with their parent or carer. As a general rule, one hour should be the maximum time before notifying the police or social services.

10. Communication

Pure Communications Group will communicate this policy to all employees, contractors, and relevant stakeholders. The policy will be accessible on our company website and included in the Pure Bible.

11. Review and Revision

This policy will be reviewed annually and updated as necessary to reflect changes in the business environment, legal requirements, and best practices.

Last review date: February 24