

**‘Safeguarding children is everybody’s business...’**

## **Part 32 B**

### **STAFFORDSHIRE SAFEGUARDING CHILDREN BOARD**

### **CHILD PROTECTION GUIDANCE FOR LARGE EVENTS**

**‘Safeguarding children is everybody’s business...’**

## **STAFFORDSHIRE SAFEGUARDING CHILDREN BOARD**

### **CHILD PROTECTION GUIDANCE FOR LARGE EVENTS**

#### **INTRODUCTION**

This information is aimed at providing guidance to individuals who are responsible for arranging large events in Staffordshire (for example music, food or beer festivals) in order for them to consider, and make appropriate arrangements to ensure the welfare and safety of any children and young people who may be attending the event.

#### **1. ACCESS TO THE EVENT FOR CHILDREN**

It is unlawful under the 2003 Act to permit unaccompanied children under the age of 16 to be present at premises exclusively or primarily used for the supply of alcohol. (Although it is recognised that alcohol is not the primary function of the festival).

The website and ticket outlets need to advise that children under the age of 16 should be accompanied by an adult.

People should be discouraged from bringing small children (under the age of 5 years) due to the nature of festivals and the amount of people present.

#### **2. WELFARE**

You must give appropriate consideration to managing the welfare of people at a large scale event and consider appointing a company who has expertise in this area.

A ‘Welfare Area’ should be created at your festival and some staff within the Welfare Area must have an enhanced CRB Disclosure Certificate. The Welfare area needs to be open for the duration of the event (24 hours if necessary).

#### **3. LOST CHILDREN**

Parents and guardians must be encouraged on arrival at the festival that they should visit the Welfare Area. The welfare staff can then issue a wristband that the parent or guardian can write their mobile number on and attach to their child’s wrist.

## **‘Safeguarding children is everybody’s business...’**

Adults will also be encouraged to make their children aware of their surroundings and to pin point areas where people of responsibility are located which will help in the event of a child getting lost. These areas should be near to the entrances and exits where security staff and stewards are located.

The Welfare Area, first aid areas, information points and any Emergency Liaison Area must be clearly identified.

Should a child be brought to the attention of any member of staff they must be taken to the Welfare Area or the Emergency Liaison Centre (ELC). If they are taken to the ELC then two members of the security team who must hold an Enhanced CRB Disclosure Certificate, will be requested to take the child to the Welfare Area.

Welfare Area staff will then attempt to make contact with the parents or guardians via the mobile number detailed on the child’s wristband. If there is no mobile number and the child is unable to give a contact number then messages need to be displayed on any screen stages and via an audio system asking for the adult / carer to visit the welfare tent. The message will not state that a child is lost and parents / carers must identify that they are the child’s guardians before they leave with the child.

If an adult does not collect the child once the stages close contact must be made with Staffordshire Police on 0300 123 4455 (or 999 in the case of an emergency) and Staffordshire Children’s Social Care Services (First Response Team) on 0800 1313126 or on 0845 6042886 outside of normal office hours.

## **4. SUPPLY OF ALCOHOL**

The ‘Challenge 25 No ID No Sale Policy’ should be implemented for the duration of the event at all bars and concession areas where alcohol is being sold and all staff must be clear about this policy.

Posters will be displayed on the token booths, bars and around the festival site depicting the ‘Challenge 25’ policy.

Any person attempting to purchase tokens to exchange for alcohol or buying alcohol who appears to be under 25 must be asked for identification; if they cannot provide reliable identification such as driving licence, passport or identification carrying the PASS hologram, they must not be served.

All staff must adopt the above policy and be clear about their responsibilities via briefing sessions and in a staff handbook.

## **‘Safeguarding children is everybody’s business...’**

Each bar must also have a manager/supervisor who holds a personal licence, who will take responsibility for the staff in their section and will back up staff challenged by a member of the public who is unhappy at not being served.

Full details on the operation of the bars and Challenge 25 can be obtained from your local authority licensing department.

If the security team observe people consuming alcohol who appear to be under age, security staff will approach them and ask for identification as detailed above; if they are unable to provide the correct identification the alcohol needs to be confiscated.

If they have witnessed a person purchasing alcohol for somebody that is underage they must refer this matter to the police; (proxy sales can lead to the police issuing an £80 fixed penalty notice).

There should be no irresponsible drink promotions during the festival weekend. If sampling sessions are taking place restrictions and strict guidance must be implemented (as above) on who can be given samples and who cannot; i.e. if they look under the age of 25 and cannot provide valid identification they must not be given samples of alcohol.

### **5. ILLEGAL DRUGS**

All security staff (who must be registered with the Security Industry Authority) will provide assistance at each entrance where searches for items to include drugs will take place. Any person found to be carrying illegal drugs that have ignored the amnesty warnings at the gates will be handed to the police.

Any person suspected of holding drugs will be removed from the event then searched. If illegal drugs are found in their possession then these need to be handed to the Police.

### **6. CINEMA & OTHER AGE RESTRICTED ENTERTAINMENT**

If films are shown for campers on the site the following certification will be used for films shown at the festival:

U – Universal. Suitable for audiences aged 4 years and over.

PG – Parental Guidance. Some scenes may be unsuitable for young children.

## **‘Safeguarding children is everybody’s business...’**

12A – Passed only for viewing by persons aged 12 years or older or persons younger than 12 when accompanied by an adult. 168 Guidance issued under section 182 of the Licensing Act 2003.

15 – Passed only for viewing by persons 15 years and over.

18 – Passed only for viewing by persons 18 years and over.

If films are shows that are over 12A then measures will be in place at the entrance to the tent to check proof of age.

If it is your intention to offer entertainment of an adult or sexual nature, persons under the age of 18 must not be admitted to the area where such entertainment is taking place. Sufficient screening and closed doors with security carrying out checks on proof of age must be implemented.

### **7. CHILD PERFORMERS**

If there are any children performers at the festival the following measures should be implemented.

**Venue** – the backstage facilities should be large enough to safely accommodate the number of children taking part in any performance.

**Fire Safety** – all chaperones will receive instruction on the fire procedures applicable to the festival prior to the arrival of the children.

**Special effects** – It may be inappropriate to use certain special effects, including smoke, dry ice, rapid pulsating or flashing lights which can trigger adverse reactions especially in children. Each act will be responsible for ensuring that the special effects they intend to use for their set are suitable. Consideration should also be given to the level of noise that children and young people may be exposed to.

**Care of Children** – Festival stages are places of work and can contain a lot of potentially dangerous equipment. It is therefore important that children performing at the festival are kept under adult supervision at all times. The chaperones for children will take responsibility for the supervision of children at all times and shall ensure that children are accounted for at all times.

If you require any further advice in relation to your safeguarding children responsibilities, please contact Staffordshire Safeguarding Children Board on 01785 277151 or send an e-mail to [sscb.newsletter@staffordshire.gov.uk](mailto:sscb.newsletter@staffordshire.gov.uk).