Child Protection and Safeguarding Guidance

# Introduction

Approximately 3000 children will be visiting the exhibition from Monday – Friday in school groups, with more expected in family groups during the week and weekend. While the Royal Society are responsible for child protection and safeguarding overall, exhibitors have a duty of care and are responsible for ensuring a suitable level of safeguarding for these young people while they are on their stand. This document outlines some recommendations to consider, although none of these are compulsory.

Note: all exhibitors are considered to be in a position of trust to visiting children and should behave accordingly.

# Definition of child

A child is any young person under the age of 18, plus any young person under the age of 19 in full time secondary education. Young people with special needs have the rights of a child until the age of 25.

**General**

1. If possible, at least one person on a stand should be DBS checked\* and have child protection training at all times.
2. No person should be alone with a child at any time.
3. In case of a child’s disclosure, or suspicion of abuse, you should immediately escalate the situation to the Royal Society duty manager.
4. No staff, volunteers or exhibitors should give out personal details, other than those that are freely available, such as staff contact details available on the website.
5. Any accidents, injuries or difficulties involving children should be immediately escalated to a member of Royal Society staff.

**Online and Social Media**

1. Staff, volunteers and exhibitors should refrain from handing out any contact details to children (eg business cards). If the children have follow up questions, pass the details to the responsible adult (teacher, parent or carer).
2. No member of staff, volunteer or exhibitors should add or accept a child met through outreach as a Facebook friend or on any other social media format. Children should be directed to the official Royal Society or institutional social media pages.
3. All staff, exhibitors and volunteers should be aware that Twitter accounts are publicly visible and must use them accordingly.

**Photography/Media**

1. Young people who may not be photographed will be wearing a fluorescent sticker. Ensure that these children are not in any photographs you may take.
2. If photographs are published (including on social media), the child’s name must not be used in the caption or the article. If a child is named in the article, avoid using their photograph.