

APPENDIX 3 EXAMPLES OF ACTIVITIES

This guidance should be read alongside the University Policy on Safeguarding Children, Young Persons and Adults in Vulnerable Circumstances, together with the Guidance on Organising Activities for Children or Adults in Vulnerable Circumstances and the Appendices thereto.

In addition, the University Risk Management of Events Protocol may also be applicable, specifically in relation to the guidance on Events with Children and Vulnerable Adults.

Most Activities which take place on campus fall within the scope of the University Events Protocol. However, some Activities will be subject to local procedures such as student volunteering, outreach, community action etc. They fall outside the Events Protocol but will still be subject to a written Risk Assessment and, if they involve children, the Guidance on Organising Activities for Children or Adults in Vulnerable Circumstances.

The employment of children and work experience also requires a written Risk Assessment in accordance with the relevant HR Policies.

The following lists (not intended to be exhaustive) provide an indication of Activities which take place at, or are organised by, the University which are attended by Children or Adults in Vulnerable Circumstances and to which the above Policy on Safeguarding and Guidance on Organising Activities will apply.

List A (fall within the scope of the University Risk Management of Events Protocol)

1. Residential and non-residential summer schools e.g. activities with strong academic focus and/or opportunities to learn about life at the University which often take place on campus and utilise University accommodation during July and August.
2. On site visits e.g. subject specific and general aspiration raising activities such as higher education experience sessions, faculty taster events, information days, focus days, workshops, master classes, post-offer open days, pre-entry support days, curriculum enhancement classes, pre-registration orientation days etc which often take place as activities in academic departments.
3. Recruitment events and open days.
4. Widening participation events.
5. Staff festivals and other celebratory activities.
6. Visits from overseas schools.
7. Sports activities e.g. during Health Week.
8. University Society events on campus.
9. Sixth form conferences.

List B (fall outside Events Guidance and require specific Risk Assessment and guidance)

10. Student volunteering e.g. tutoring, mentoring, e-mentoring, out of school clubs.
11. Off campus talks e.g. visiting a school or college to provide a talk on academic or application/admissions related topics relating to the University.
12. Student community action activities e.g. volunteering in the community.
13. Outreach projects.
14. Work experience within the University.
15. Work placements.
16. Students undertaking activities in accordance with their programmes of study.