

University of Cambridge Festivals - DBS Checks Policy

University of Cambridge Festival activities do not meet the criteria for requiring staff to be DBS checked. Measures are in place so that the University's Children and Vulnerable Adult Protection Policy is adhered to.

The Festivals are public events where children and vulnerable adults should be accompanied at all times. This is made clear to the public in the *Guidelines for Attending the Festivals* document. The guidelines are highlighted at the point of booking and are also available at www.sciencefestival.cam.ac.uk/system/files/guidance_for_attending_festival_csf_2018.pdf

Expectations of all University of Cambridge staff are set out clearly in the University's Children and Vulnerable Adult Protection Policy www.hr.admin.cam.ac.uk/policies-procedures/children-and-vulnerable-adults-safeguarding-policy All staff are made aware of this policy during their induction to the University.

The University of Cambridge Children and Vulnerable Adult Protection Policy is highlighted in the relevant section of the *overall festival risk assessment*, here www.sciencefestival.cam.ac.uk/system/files/festivals_overall_risk_assessment.pdf The Festival risk assessment document is shared with all event Co-ordinators (internal and external) who agree to abide by it or create their own, covering the same areas, and to distribute a risk assessment document to all their event staff and volunteers. Co-ordinators are expected to fully assess any situations of lone working or lone contact with children or vulnerable adults, minimise these situations where possible, and ensure all necessary safeguarding is pursued.

Individual staff may already be DBS checked as part of their contract in their own Department, if their roles fulfil required DBS check criteria. See www.hr.admin.cam.ac.uk/policies-procedures/children-and-vulnerable-adults-safeguarding-policy/identifying-required-checks-0