

# Safeguarding & Lost Child Procedure

Event / activity	Safeguarding & Lost Child Procedure	Date of Risk Assessment	11/03/2026	Name of Assessor	E. Yarborough
		Date of Next Review	11/03/2027		

Hazard Identified	Risk	Who is at Risk	How are the risks Controlled
Child becoming separated from supervising adult	Distress, confusion, potential safety risk	Children	Supervising adults responsible for monitoring children at all times. Named booker responsible for ensuring appropriate supervision.
Child leaving supervised play area unnoticed	Child becoming lost within the venue	Children	Adults responsible for monitoring children's movements and whereabouts.
Delay responding when a child cannot be located	Increased distress or potential safety concern	Children	Adults encouraged to immediately notify supervising adults and search the venue if a child becomes separated.
Lack of coordination when a child is missing	Delayed response or confusion	Children	Supervising adults responsible for organising a coordinated search of the venue. Emergency services contacted if necessary.

