

# Interaction Risk Assessment

NAS Media Ltd Safeguarding Policy, Risk Assessment and Codes of Conduct have been developed in conjunction with NSPCC Consultancy

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MEDIA

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LIMITED

NSPCC

NAS Media Ltd Events

Likelihood		Severity	
Extremely Unlikely	1	Minor issue	1
Unlikely	2	Moderate issue	2
Likely	3	Serious issue	3
Extremely Likely	4	Major issue	4
Almost Certain	5	Catastrophic issue	5

Risk Matrix		Severity				
		1	2	3	4	5
Likelihood	1	1	2	3	4	5
	2	2	4	6	8	10
	3	3	6	9	12	15
	4	4	8	12	16	20
	5	5	10	15	20	25

Hazard	Risk	Risk Rating	Control measures/precautions
Bullying and harmful content	<p>Attendees bullying specific individuals.</p> <p>Attendees using general harmful language, such as racism, sexism, homophobia etc.</p> <p>Attendees spreading hateful language.</p> <p>Attendees sharing pornographic or sexual abuse material, including first-person produced sexual imagery.</p> <p>Exhibitors / stand representatives bullying specific individuals.</p> <p>Exhibitors / stand representatives using general harmful language, such as racism, sexism, homophobia etc.</p> <p>Exhibitors / stand representatives sharing pornographic or other age-inappropriate materials.</p>	12	<p>Exhibitors are wholly responsible for the behaviour of their stand representatives, and the expectations of these exhibitors will be made clear in the Exhibitor Code of Conduct. Any abuse of the event space (online or face-to-face) will result in removal from the event and a reporting to the organisation from the Event Organisers. Event Organisers will report any inappropriate behaviour at events to the main contact of the organisation.</p> <p>Exhibitor entries on the online platform will have to be fully completed a few days prior to the event. This will allow the event organisers to check for any inappropriate links or content on the stands – and delete where necessary.</p>

<p>Data protection/GDPR</p>	<p>Obtaining unnecessary amounts of data from participants.</p> <p>Handling and using participants' data irresponsibly.</p> <p>Participants' data appearing in leaks.</p>	<p>4</p>	<p>We only ask for necessary information that is essential to run the event. Additional information can be obtained on the registration form – but it is clear that this is optional.</p> <p>Participant information will be stored securely.</p> <p>The Exhibitor Code of Conduct will clearly state that the details of the attendees that they obtain from us after the event are only to be used for recruitment, enrolment or apprenticeship-based contact.</p>
<p>Grooming</p>	<p>Adult contacts young person outside of officially agreed channels, leading to grooming. This could come about as a result of:</p> <ul style="list-style-type: none"> <li>• Young person shares personal contact information, such as social media handle or private email address, without being prompted.</li> <li>• Stand representative asks young person for personal contact information (as above)</li> <li>• Another attendee, for example a friend or classmate, shares personal contact information of a young person</li> <li>• Stand representative shares their own personal contact information, such as personal email or social media handles, with young people</li> </ul>	<p>10</p>	<p>Both Visitor and Exhibitor Code of Conduct clearly state that sharing of personal information (including contact information, social media etc) will not be acceptable and will be deleted (online platform).</p> <p>At events any involvement in inappropriate behaviour will result in being asked to leave the venue – both visitors and exhibitors.</p> <p>Guidance has been developed to ensure consistency of approach.</p> <p>The Exhibitor Code of Conduct clearly states that Exhibitors and their representatives have a responsibility to behave appropriately and act as role models.</p> <p>Exhibitors will be reminded prior to the event that all of the risks (as shown to the left) are serious and will not be tolerated at our events.</p> <p>All contact between an adult and a young person, for example over email or chat during or post the event, will be visible by at least one other adult, either by moderation, or copying in to email chains.</p> <p>Moderator guidance has been developed to ensure consistency of approach.</p>

	Stand representative uses sexual or flirtatious language while communicating with young people face-to-face or via messaging or email addresses provided by NAS Media.		
Radicalisation	<p>Adult contacts young person outside of officially agreed channels, leading to radicalisation towards extremist views. This could come about as a result of:</p> <ul style="list-style-type: none"> <li>• Young person shares personal contact information, such as social media handle or private email address, without being prompted.</li> <li>• Stand representative asks young person for personal contact information (as above)</li> <li>• Another attendee, for example a friend or classmate, shares personal contact information of a young person</li> <li>• Stand representative shares their own personal contact information, such as personal email or social media handles, with young people, or shares details of how to contact extremist groups to learn more about their ideologies.</li> </ul> <p>Exhibitor or stand representative promotes extremist ideologies over channels, such as messaging or email addresses provided by NAS Media.</p>	10	<p>The Visitor and Exhibitor Code of Conduct both clearly state that sharing of personal information (including contact information, social media etc) will not be acceptable and will be deleted from any messages.</p> <p>Moderator guidance has been developed to ensure consistency of approach.</p> <p>Attendees will be familiarised with the report process prior to the event. They can speak to the Event Organisers at the Help Desk at the events, or message Event Organisers on <a href="mailto:info@nasevents.co.uk">info@nasevents.co.uk</a></p> <p>Exhibitors will be reminded shortly prior to the event that all of the risks (as shown to the left) are serious and will not be tolerated at our events – both at the physical events and on the online profile.</p> <p>Exhibitor online profile content will have to be fully completed a few days prior to the event. This will allow the event organisers to check for any inappropriate links or content – and delete where necessary.</p>

<p>Individual attendees using fake/false identity</p>	<p>An adult attendee poses as a child in order to find potential targets for grooming.</p> <p>An adult attendee poses as another trusted adult (e.g. a teacher, stallholder representative, or celebrity) in order to find potential targets for grooming.</p> <p>An attendee poses as an exhibitor or member of staff from an exhibiting company in order to find potential targets for grooming.</p> <p>An adult attendee who is known to a child attendee poses as someone else to get access to that child (e.g. if there are prior child protection concerns which means this adult should not contact this child).</p>	<p>9</p>	<p>Moderator guidance has been developed to ensure consistency of approach.</p> <p>Visitors will be strongly encouraged to report any inappropriate behaviour during the event.</p> <p>Any inappropriate behaviour from an attendee who claims to be linked to a School will be reported straight away to that School. If it unravels that they are in no way linked to that School – either the Police or the NSPCC helpline will be contacted immediately.</p> <p>All NAS Media staff in attendance will be notified of reporting pathways, and any inappropriate behaviour from an attendee who is not linked to a School will be reported to the Police or the NSPCC helpline immediately.</p>
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