

It is the responsibility of all groups and voluntary organisations accompanying children and vulnerable people using the University's facilities to comply with legislation governing the protection of such persons. It is the policy of Brunel University London to seek assurances of such compliance and, accordingly, it requires confirmation of the following:

- (a) that the organisation has a safeguarding policy;
- (b) that appropriate DBS check have been conducted in relation to all staff and/or volunteers accompanying children or vulnerable people while on University premises;
- (c) that the organisation's employees/volunteers do not have any criminal convictions or offences preventing them from or deeming them unsuitable for working with children or vulnerable people, and there are no other investigations of such offences in progress;
- (d) no person whose checks indicate that he/she is unsuitable to work with children or vulnerable groups will be included in any activities taking place on the University's premises;
- (e) the organisation is willing to comply with the University's requirements in respect of risk-assessment;
- (f) members of the organisation are willing to be checked against police and other records;
- (g) Adult/Child Ratio-for an activity with a normal range of hazards the minimum ratios should be-
  - 1 adult for every 3 children aged under 5;
  - 1 adult for every 6 children aged 5 to 7;
  - 1 adult for every 10-15 children aged 8 to 10;
  - 1 adult for every 15-20 children aged 11 onward or young people.

There should also be enough additional staff available to help deal with an emergency.

The University cannot be held responsible for the death or personal injury of anyone attending events, unless such death or personal injury occurs as a result of the University's negligence or breach of statutory duty. The University is not responsible for any other loss or damage that may occur while attending the University's premises unless it occurs as a result of the University's negligence or its wilful damage. Groups/voluntary organisations are responsible for the security of all property/valuable possessions brought onto University premises and are advised to arrange separate insurance for such property/valuable possessions.

I/we confirm that I/we have complied with (a) and (b) above and agree to (c-g) above and have given a copy of the University's exclusion of liability clause to all persons attending the University for whom I/we have responsibility (or to their parent/guardian, where appropriate).

I have read and understood the Agreement for External Organisations and agree to adhere to the University's Safeguarding Policy and follow the Code of Behaviour.

Name: .....

Organisation: .....

Position held: .....

Signed: .....

Date: .....