



Children & Young Persons Visiting Policy

1. Purpose

The Hub team is here to help make everyone's visit enjoyable. We are committed to providing an Arts Centre that is safe, inclusive, and welcoming for everyone.

These guidelines are designed to:

- Protect our exhibitions and facilities
- Ensure the safety and wellbeing of all visitors
- Support a respectful environment for visitors, staff, and volunteers

2. Scope

This policy applies to all children and young persons visiting the Hub:

- As individuals
- With parents or carers
- As part of school groups, youth organisations, or other organised visits

3. Supervision Requirements

- Children **under 12 years** must be accompanied and supervised at all times by a responsible adult (aged 18+).
- Young people **aged 13–17 years** may visit independently with parental consent, but must follow all venue rules and staff directions.
- A maximum of **4 young people** can visit in a group

- Group leaders and supervising adults are responsible for the behaviour, safety, and supervision of the young people in their care throughout their visit.

4. Behaviour Expectations

The Hub aims to be a safe, respectful, and welcoming space for all. We have a zero-tolerance policy towards abusive, threatening, discriminatory, or violent behaviour.

All visitors are expected to:

- Treat Hub staff, volunteers, and other visitors with respect
- Use mobile phones with consideration for others
- Follow staff instructions and posted signage

Young visitors are also expected to:

- Respect artworks, exhibitions, and installations
- Avoid running or making excessive noise in public areas
- Show consideration for others in shared spaces

Anyone displaying inappropriate or unsafe behaviour will be asked to leave the building.

5. Group Visits

- All educational or youth group visits are strongly advised to book in advance.
- Recommended adult to child supervision ratios must be followed:
 - 1 adult per 6 children under 8
 - 1 adult per 10 children (8 years and above)
- The Hub may offer a pre-visit briefing or support risk assessments on request.

6. Access & Facilities

- The Hub is wheelchair and buggy accessible.
- Baby changing facilities and accessible toilets are available.
- Breastfeeding is welcome throughout the Centre.

- Quiet spaces or sensory support can be arranged, with prior notice.

7. Safeguarding & Safety

- The Hub adheres to national safeguarding policies and best practice.
- Staff and volunteers working directly with children are DBS checked where appropriate.
- If a child becomes separated from their group or adult, staff will provide support until they are safely reunited with their responsible adult.

8. Photography & Media

- Personal photography is allowed in most areas unless signage indicates otherwise.
- For workshops or events involving photography or media, parental/carer consent may be required.
- The Hub will never share identifiable images of children without explicit permission.

9. Health & Hygiene

- Children or young people who are unwell, particularly with contagious illnesses, should postpone their visit.
- First aid is available on site, and any incidents will be logged and handled in accordance with our procedures.

10. Parental/Carer Responsibility

- Parents, carers, or group leaders are responsible for the young people in their care at all times.
- The Hub is not responsible for supervising unaccompanied children unless as part of a booked and consented activity.

11. Contact & Further Information

For bookings, access support, or further information about visits with children and young people, please contact:

The Hub, Sleaford

Navigation Wharf, Carre Street, Sleaford, NG34 7TW

Website: www.hub-sleaford.org.uk

Email: info@hub-sleaford.org.uk

Phone: 01529 308710