

GRIDLESS

Email: hello@gridless.org.uk

Contact Number: 07471736797

This document includes:

Safeguarding Statement
General Risk Assessment
Code of Conduct
Fee policy

Safeguarding Statement

Workshops are delivered in groups with a maximum of 20 students and are supervised at all times. The programme lead is DBS checked and holds responsibility for safeguarding, supervision, and responding to any concerns relating to student safety or wellbeing during sessions.

Activities are designed to be age-appropriate and take place in professional, controlled environments. Sessions do not involve physical contact games or unsupervised movement. Clear behavioural and supervision boundaries are maintained throughout to ensure a safe, respectful, and focused learning environment.

Risk assessments are completed for activities and venues, including any educational visits. These assessments consider the environment, group size, supervision arrangements, and potential risks, and are reviewed prior to the start of each programme.

Parents are informed in advance of session locations, timings, and any changes to arrangements. Students under the age of 12 must be dropped off and collected directly by parents or guardians at agreed locations. Parents can provide consent for students 12 or over to leave or arrive independently.

If a concern relating to safety, illness, or wellbeing arises, it is addressed promptly and proportionately. Parents or emergency contacts are notified as appropriate, and any incident is recorded and followed up to ensure the wellbeing of all participant

General Risk Assessment

Risk Title	Risk Description	Potential Cause of Risk	Who	Likelihood (1–5)	Impact (1–5)	Control
Supervision of minors	Children not adequately supervised during sessions	Movement between spaces; group size	Participants	2	4	Maximum group size 20; minimum 2 adults present; clear timetable; headcount before and after any movement; students remain in booked teaching spaces only.
Medical Incident	Minor injury or medical episode during session	Typical classroom activity or movement	Participants and staff	2	4	Emergency contact list held securely; basic first aid kit available; awareness of LSE emergency procedures
Data Protection	Accidental sharing of personal data.	Use of digital enrolment records.	Participants and families	2	3	Password-protected files; limited access; data stored only as long as necessary; parental consent collected.
Photography / Media	Image used without consent.	Event documentation	Participants	2	3	Written parental consent; opt-out clearly recorded; no public tagging of minors; no use of institutional branding without permission.
Sign-In / Sign-Out	Student leaves without appropriate authorisation	Informal dismissal process	Student participants	1	5	Attendance register; students released only to authorised adults or with written permission for independent travel (11+).
Venue / Facility	Use of unfamiliar university space	Movement between teaching areas	Participants	1	4	Pre-visit of space; no access to restricted areas; participants accompanied at all times outside the teaching room.
External Visitor Interaction	Unsafe interaction with members of the public	Market research exercise	Market research exercise	2	4	Participants briefed on appropriate conduct; activity conducted in supervised, public areas; no exchange of personal contact details
Allergy / Dietary	Allergic reaction	Food brought on site	Participants	1	5	No food provided unless pre-approved; allergy information collected during registration; no shared food.
Reputation	Programme perceived as affiliated or endorsed without permission	Misinterpretation of venue use	Host institution	1	4	Clear communication that programme is independently run; no unauthorised use of branding; written agreement before referencing host
Safeguarding	Child discloses welfare concern during session	Conversation	Participant	1	5	Designated safeguarding lead identified; concerns recorded factually; escalated in line with host institution safeguarding policy

Code of Conduct

Gridless sessions are designed to be thoughtful, collaborative, and enjoyable. To make this work, everyone involved agrees to a few shared expectations that help create a positive learning environment.

We are all encouraged to:

- Be respectful of others' ideas, time, and space
- Listen when someone else is speaking
- Take part in activities in a constructive way
- Use language and behaviour that helps everyone feel comfortable and included

Different people contribute in different ways, and we support students in finding an approach that works for them.

Supervision and Boundaries

Instructors are present to guide discussion, support group work, and ensure that everyone feels safe and included.

To keep things clear:

- Activities do not involve physical contact
- Sessions take place in open, professional spaces
- Clear boundaries are maintained between students and facilitators

When Issues Arise:

If something isn't working, we will address it calmly and directly. Most issues are resolved through conversation and guidance.

If a concern continues or affects the experience or safety of others, parents may be contacted to help decide the best next steps.

Roles and Responsibilities

Gridless appoints a Designated Safeguarding Lead (DSL) who holds responsibility for safeguarding and child protection during programme delivery. The DSL is DBS checked, responds to concerns, and ensures appropriate action is taken where necessary.

Additional facilitators or guest contributors may support sessions. Where individuals do not hold a DBS check, they do not work in unsupervised one-to-one situations with participants and remain under the supervision of the programme lead at all times.

Responding to Concerns

If a student shares a concern relating to their safety or wellbeing:

- The adult present will listen calmly and take the concern seriously.
- The matter will be recorded factually.
- The lead will determine appropriate next steps, which may include speaking with parents or, where necessary, seeking external guidance.

Concerns are handled sensitively and proportionately.

Professional Boundaries

All adults involved in programme delivery are expected to maintain clear professional boundaries. This includes:

- No unsupervised one-to-one interactions
- No exchange of personal contact details
- Communication conducted through approved, professional channels only
- Sessions delivered in open, professional environments

Supervision

Gridless sessions are delivered in structured group settings. Supervision arrangements are adapted according to the age of participants and the nature of the activity.

For younger age groups (under 12):

- Headcounts are conducted before and after any movement between areas.
- Students are collected directly by a parent or authorised adult
- Activities that involve movement within public or university spaces are supervised and clearly briefed in advance.

For older age groups (12+):

- Participants may be permitted to arrive and depart independently with written parental consent.
- Headcounts are conducted before and after any movement between areas.

Some sessions are held in one enclosed space and may be supervised solely by the programme lead. Where this is the case:

- Group size remains below 20 to allow effective supervision.
- Activities are designed to avoid unsupervised one-to-one situations.

Supervision arrangements are reviewed prior to each programme to ensure they remain appropriate to the group's age, size, and venue.