

# 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 spreading general harmful content, such as racism, sexism, homophobia etc.</p> <p>Attendees sending hateful messages.</p> <p>Attendees sharing pornographic or sexual abuse material, including first-person produced sexual imagery, in chat or forums.</p> <p>Exhibitors / stand representatives bullying specific individuals.</p> <p>Exhibitors / stand representatives spreading general harmful content, such as racism, sexism, homophobia etc.</p> <p>Exhibitors / stand representatives sharing pornographic or other age-inappropriate materials in chat or install documents.</p> <p>Attendees being able to communicate in an unmoderated space outside of the event.</p>	12	<p>The virtual platform will have clear instructions on how an attendee can report any behaviour that they deem unacceptable. At physical events attendees/exhibitors will be encouraged to report any behaviour to NAS Media employees at the Help Desk.</p> <p>Event Organisers (NAS Media Ltd) can freeze the activity of an attendee on the virtual platform whilst investigating reports or any suspicious activity.</p> <p>Platform owners (vFAIRS) and Event Organisers can identify the perpetrator of harmful behaviour and remove rights of access for that individual attendee.</p> <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's Code of Conduct. Any abuse of the online platform will result in rights of access being removed and a reporting to the organisation from the Event Organisers. Event Organisers will report any inappropriate behaviour at the physical 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>The messaging system is fully accessible by NAS Media and VFairs to moderate and follow up on any inappropriate messages left.</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>The Visitor and Exhibitor Code of Conduct will 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>Moderators (Event Organisers and Exhibitors) will have the power to delete any messages left and block users and will proactively search for any inappropriate sharing of personal information. At physical events any involvement in inappropriate behaviour will result in being asked to leave the venue – both visitors and exhibitors.</p> <p>Moderator guidance has been developed to ensure consistency of approach.</p> <p>The Exhibitor's Code of Conduct will clearly state that Exhibitors and their representatives have a responsibility to behave appropriately and act as role models.</p> <p>Attendees will be familiarised with the report process prior to the event and will have access to a report button. Here, they can message the Event Organisers or Platform owners and voice any concerns they have about the behaviour of Exhibitors or fellow attendees.</p>

	<p>Stand representative uses sexual or flirtatious language while communicating with young people face-to-face or via message function or email addresses provided by NAS Media.</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 – at physical events and on the online platform.</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>Moderators (Event Organisers) will be able to review all messages on the online platform between Exhibitors and attendees. Any inappropriate conversation will result in the blocking of that organisations representative, and a reporting of them to their organisation from the Event Organisers.</p> <p>Moderator guidance has been developed to ensure consistency of approach.</p>
<p>Radicalisation</p>	<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> </ul>	<p>10</p>	<p>The Visitor and Exhibitor Code of Conduct will 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>Moderators (Event Organisers and Exhibitors) will have the power to delete messages and block users and will proactively search for any inappropriate sharing of personal information.</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 physical events, and message Event Organisers or VFairs on the online platform to voice any concerns they have about the behaviour of Exhibitors or fellow attendees.</p>

	<ul style="list-style-type: none"> <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 official channels, such as message function or email addresses provided by NAS Media.</p>		<p>Moderators (Event Organisers) will be able to review all interactions between Exhibitors and attendees. Any messages containing any extremist content or attempts at radicalisation will result in the blocking of that booth representative, and a reporting of them to their organisation from the Event Organisers.</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 (online platform).</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</p>	<p>9</p>	<p>Moderators (Event Organisers) can review messages and will block users who show potential signs of grooming, as well as deleting their messages.</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, and the reporting process will be clearly explained to them.</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>adult should not contact this child – online platform).</p> <p>An attendee uses their anonymity to post harmful content without fear of accountability (online platform).</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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