Checklist
Safeguarding young people

Before engaging with young people (especially young people aged under 18), you and your project team needs to consider:

- Your child safeguarding obligations, associated risks and mitigations to ensure the safe participation of young people under 18.
- Identify your organisation's existing reporting mechanisms, policies and procedures relating to child safeguarding (as well as any gaps in this).
- Skills and capacity of staff to ensure child safeguarding standards are met and implemented proactively.
- Roles and responsibilities, reporting, investigation, and response procedures in the case of an incident occurring and/or being reported. A report decision tool as part of the protocol is important.
- Working with Children Checks for staff and potentially young people involved in the project who are over 18 but will be mixing with young people under 18.

- Creating clear definitions/explanations of key concepts involved and their implications for young people (and parents/guardians if required), such as extended consent.
- Communicating with young people how we are going to keep each other safe and how to raise/report a concern.
- Process for managing disclosures or supporting a young person in distress.
- Considering how you manage power dynamics and mitigate potential risks of harm between young people as they interact with each other.
- Creating relevant tools and resources which clearly communicate your child safeguarding obligations to young people, what they can do if they have a concern or complaint, and how you will respond and what support will be provided to them throughout the process.

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- Proactive measures to ensure and respond to the emotional safety and wellbeing of young people during the course of their involvement (e.g. wellbeing plans, regular check-ins).
- Parental/guardian consent for young people under 18 years old (if and where applicable – this should be something which is explored in detail in your ethics application).
- A plan to support the wellbeing and safety of young people engaged in your research project.
- Careful consideration and planning around how young people's data will be collected, stored, destroyed and who will have access to this - and how you communicate this to young people.
- Re-consent as/if young people young people turn 18 years of age.