

Cumbernauld Theatre Trust: Unaccompanied Children Policy

We expect all visitors, including children, to display courtesy and respect for other people and for NLC property at all times. This includes not using threatening, discriminatory or insulting language or behaviour; not smoking or littering; and not entering areas marked or indicated as being for staff admittance only.

Objective: This policy aims to ensure the safety and well-being of children attending the Cumbernauld Theatre Trust by requiring appropriate adult supervision at all times.

Scope: This policy applies to all patrons, staff, and volunteers of Cumbernauld Theatre Trust, covering all areas of the premises during events where alcohol is served and during other public performances, screenings or activities.

Alcohol is sold in the building from 4.30pm weekdays and from 11am on Saturday and Sunday.

Policy Guidelines:

1. Supervision Requirements:

- **Children Under 14:** During the hours when our alcohol license is in effect, all children under the age of 14 must be accompanied by a responsible adult while on the premises. The accompanying adult must be:
 - A parent, guardian, or carer over the age of 18.
 - A designated "Take Part" session leader or assistant.
 - A community group designated leader or assistant.
- **Children 8 and Under:** Children under 8 years of age must be accompanied by a responsible adult at all times

2. Parent/ guardian responsibility:

- Some theatre productions have specific age restrictions. If CTT has been provided with information about specific age restrictions for particular productions, they will communicate these whenever possible.
- Parents or guardians are advised to consult CTT staff for advice on age restrictions for particular shows prior to purchasing tickets for children. CTT reserves the right to refuse admission to an auditorium if a ticket-bearing child is younger than the minimum age restriction for the performance being attended.

3. Responsibilities of Staff:

- **Front of House and Box Office Staff:** Must ensure that an adult accompanies children under the age of 14 when purchasing tickets and entering cinema or live performance areas. Staff should verify the adult's ticket and ensure they are aware of their responsibility to remain with the child throughout the event.
- CTT reserves the right to ask to see ID.
- CTT reserves the right to request that accompanying adults remove infants or children from the auditorium, or from the galleries, if they are causing a disturbance to performers or to other patrons.

4. Enforcement:

- Staff are trained to identify situations where children are unaccompanied and to address these situations appropriately and respectfully.
- Any breaches of this policy should be immediately addressed, with a focus on the child's safety first and foremost.
- CTT cannot accept responsibility for unaccompanied children and reserves the right to refuse admission to the building.

5. **Training and Awareness:**

- All staff members will receive training on this policy and on the broader aspects of child safeguarding.

6. **Policy Accessibility:**

- This policy will be displayed on the Cumbernauld Theatre Trust's website and available in a manner that can be shared at Box Office.
- Printed copies of the policy will be available upon request from the Customer Service and Cinema Manager.

7. **Review and Adaptation:**

- This policy will be reviewed annually and updated as necessary to adapt to new legal requirements, best practices, or feedback from patrons and staff.