



SLEEPOVER

Safety Guide

Youth Group

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Checklist Items

KEY BENEFITS**Friendships**

Builds strong friendships and social bonds among participants.

Independence

Promotes independence and self-reliance in a supervised setting.

Community

Fosters a sense of community and belonging.

Communication

Enhances communication skills through overnight interactions.

KEY HAZARDS & CONTROL MEASURES**Safeguarding**

- ✓ DBS-checked staff throughout
- ✓ Minimum two adults awake
- ✓ Appropriate sleeping arrangements
- ✓ Clear reporting procedures

Fire Safety

- ✓ Fire alarms tested
- ✓ Evacuation briefing given
- ✓ Exits clear at all times
- ✓ Night checks conducted

Nighttime Anxiety

- ✓ Anxiety info collected beforehand
- ✓ Quiet space available
- ✓ Comfort items allowed
- ✓ Early collection option available

Food & Medical

- ✓ Medical forms completed
- ✓ Allergies clearly documented
- ✓ Medications stored securely
- ✓ Dietary needs catered

PRE-SESSION SAFETY CHECKLIST**Risk Assessment**

- | | |
|--|---|
| ☐ Complete and review risk assessment for this activity | ☐ Ensure all identified hazards have control measures in place |
| ☐ Brief all staff on key risks and emergency procedures | |

Safeguarding

- | | |
|---|---|
| ☐ DBS checks current | ☐ Supervision rota set |
| ☐ Sleeping areas appropriate | ☐ Reporting procedures clear |

Venue

- | | |
|---|--|
| ☐ Fire alarms tested | ☐ Exits clear |
| ☐ Toilets accessible | ☐ Temperature comfortable |

Medical

- | | |
|---|---|
| ☐ Forms collected | ☐ Allergies documented |
| ☐ Medications stored | ☐ First aid ready |

Emergency

- | | |
|--|--|
| ☐ Parent contacts ready | ☐ Evacuation plan briefed |
| ☐ Assembly point set | ☐ Staff phones charged |



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