

Intergenerational Activity Planning Starter Pack

Free Resource

Practical templates and guidance for planning
meaningful sessions between older and younger people

Includes:

Session Planner • Risk Assessment • Safeguarding
Checklist • Activity Matching Guide • Outreach Email
Template



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Planning an Intergenerational Session

Intergenerational activities can bring older and younger people together through shared conversation, creativity, music, games and everyday experiences.

Successful sessions do not need to be complicated. Starting small, choosing an activity that suits both groups and allowing people to participate in different ways can often work better than trying to plan too much.

This starter pack has been designed to help you think through the practical parts of arranging a session, from making initial contact with a partner organisation through to planning the activity, considering support needs and reviewing the session afterwards.

A few things to keep in mind

- Start with the people taking part, rather than the activity.
- Keep sessions flexible and allow people to join in differently.
- Consider mobility, communication, sensory and support needs.
- Avoid putting pressure on either age group to interact or perform.
- Build in time for introductions, settling in and saying goodbye.
- Follow your organisation's own safeguarding, consent and risk-assessment procedures.

Use the pages that are useful to you – you do not need to complete every template for every session.



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Intergenerational Session Planning Template



Session Title		Planned Date	
Start / End Time		Location	
Lead Staff Member		Partner Organisation / Visiting Group	

Session Overview

Brief description of the planned session
What is the shared purpose of this session?

Group Attendee Details

Older Adults		Children / Young People		Staff / Support Adults	
Support Needs Noted	(e.g. mobility, communication, hearing, cognitive or sensory needs)				

Session Structure

Stage	Planned Activity / Focus	Notes
Arrival & Settling		
Welcome & Introductions		
Icebreaker / Warm-up		

Intergenerational Session Planning Template



Session Structure cont.

Stage	Planned Activity / Focus	Notes
Main Activity		
Closing Moment		
Farewell & Transition		

Materials & Preparation

List what is needed and who is bringing it

Safeguarding & Consent Check

Parental permissions collected for children		Risk assessment completed	
Resident participation confirmed or reviewed		Appropriate supervision ratios in place	

Post-Session Follow-Up Plan

How will memories or reflections be captured?

Will there be a follow-up visit or thank-you exchange?

Intergenerational Session Risk Assessment



Session Title		Date	
Lead Facilitator		Location	
Safeguarding Lead		Partner Organisation / Visiting Group	

Estimated Number of Participants

Older Adults		Children / Young People		Staff / Support Adults	
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Overview of Activity

Brief description of session plan

Risk Identification

Area	Potential Risks	Precautions / Control Measures	Responsible Person(s)
Environment (room layout, furniture, lighting, trip hazards)			
Mobility & Accessibility (resident movement, walking aids, space for chairs or wheelchairs)			
Behaviour & Interaction (emotional distress, confusion, overstimulation)			
Safeguarding & Supervision (child safety, resident privacy, supervision and vetting arrangements)			

Intergenerational Session

Risk Assessment



Risk Identification cont.

Area	Potential Risks	Precautions / Control Measures	Responsible Person(s)
Health & Hygiene (infection control, allergies, hand hygiene)			
Emergency Procedures (illness, fire exits, first aid)			
Activity Materials (sharp objects, choking hazards, strong scents)			

Supervision Plan

Describe how both groups will be supervised and supported during the session

Consent & Permissions

Written permission obtained from children's guardians		Verbal or documented consent for resident participation	
Staff briefed on support needs for both groups		Photographs/video consent clarified (if applicable)	

Review & Sign-Off

Lead Staff Signature		Date	
Reviewed by Manager / Safeguarding Lead (if required)			

Consent & Safeguarding Checklist

To be completed ahead of each intergenerational session

Resident Participation (For each resident)

- ☐ Participation is voluntary for all residents
- ☐ Verbal consent confirmed before the session
- ☐ Where appropriate, mental capacity has been assessed
- ☐ Best interest decisions recorded (if required)
- ☐ Staff are aware of residents' individual support needs
- ☐ Residents can opt out at any time without pressure

Children and Young People (For each child)

- ☐ Parental or guardian consent collected in writing
- ☐ Children have been prepared for the visit (see preparation checklist)
- ☐ Group leaders are aware of any additional needs
- ☐ Safeguarding concerns have been discussed in advance
- ☐ Children are supervised at all times by responsible adults

Safeguarding and Supervision

- ☐ Appropriate safeguarding and vetting arrangements have been confirmed in line with organisational requirements
- ☐ Clear adult-to-child ratio in place
- ☐ Staff are briefed on how to support both age groups
- ☐ A designated safeguarding lead is aware of the session and available if needed
- ☐ Safeguarding policy available on site and understood by staff

Photographs and Media

- ☐ Consent for photos/videos obtained separately (if relevant)
- ☐ Residents and children who haven't consented are clearly identified to staff
- ☐ All images used respectfully, with dignity preserved

Emergency and Welfare Considerations

- ☐ First aid provision available
- ☐ Emergency contacts for both groups on hand
- ☐ Calm breakout space available if someone becomes distressed
- ☐ Staff know how to pause or stop the session if needed

This checklist is intended as a planning prompt and does not replace your organisation's safeguarding, consent, mental capacity or risk-assessment policies and procedures.



Children's Preparation Checklist

For use by visiting group leaders ahead of a session with older adults

☐

Talk about what to expect

Explain where the children are going, who they'll meet, and what kind of place a care home or day centre is. Keep the language simple and reassuring.

☐

Describe what older adults might be like

Let children know that some people may use walking aids or wheelchairs, speak slowly, or forget things. Emphasise that everyone is different, and that's okay.

☐

Set a calm and kind tone

Frame the visit as a chance to share, connect, and enjoy something together — not a performance or a task. Reinforce that being patient and kind is more important than doing things perfectly.

☐

Introduce basic boundaries

Explain things like not climbing on furniture, asking before hugging or touching, and using gentle voices. Reassure children that if they're unsure, an adult will be nearby to help.

☐

Let them know it's okay to feel unsure

Some children may feel shy or nervous. Let them know they can stay close to an adult, take breaks if needed, and that trying their best is enough.

☐

Talk about how to connect

Encourage eye contact, smiling, saying hello, and asking simple questions like "Do you like painting?" or "What colours do you like?" Even just sitting nearby and joining in quietly is a great way to be involved.

☐

Offer a way to reflect afterwards

Plan time to talk or draw about what happened after the session. This helps children process the experience and makes it more meaningful.

Intergenerational Activity Matching Guide

Age Group (Children)	Suitable for...	Activity Types That Work Well	Tips for Matching with Older Adults
2–5 years (Nursery/ Early Years)	Residents with later-stage dementia, limited verbal ability, or low stamina	- Sing-alongs with actions - Bubble play - Sensory bags or soft toys - Picture books/storyboards - Large paper art with sponges or rollers	- Keep activities short and repetitive - Pair energetic children with quieter residents (with staff nearby) - Side-by-side or parallel play works best
5–11 years (Primary)	Residents with mild to moderate dementia or good verbal/social ability	- Joint craft (cards, collages) - Decorating biscuits - Simple board games - Story sharing or memory prompts - Partnered colouring	- Allow flexible roles – some may watch, some may join in - Avoid competitive games or complex rules - Use visual examples to get started
12+ years (Secondary /Teens)	Residents with interest in conversation, history, or shared tasks	- Life story interviews - Digital memory books - Baking or planning a tea party - Collaborative murals or displays - Music-based sessions	- Offer guided questions or roles (note-taker, interviewer, photographer) - Be ready to re-pair if energy or confidence levels differ - Teens may need reassurance if unsure or hesitant



Intergenerational Email Outreach Template

Subject: Exploring a Possible Intergenerational Visit

Dear [Name],

I hope you're well. I'm getting in touch from [Care Home / Organisation Name], where I help coordinate activities for our residents. We're currently developing some intergenerational sessions and would love to explore the possibility of working with you.

These sessions are designed to bring older adults and younger people together in a safe, supportive setting. These sessions can create opportunities for conversation, shared experiences and connection between generations.

Many of our residents, including those living with dementia, really respond to the energy and warmth children bring. We aim to make visits relaxed and supportive, with no pressure on either group to perform or participate in a particular way.

We'd be happy to start small, such as a one-off visit tied to a seasonal theme or story time, and can work around what suits your group. We'll handle the setup and provide full support throughout.

If you're open to exploring this, I'd be happy to chat briefly on the phone or send over a few ideas.

Thank you for considering it, and I hope to hear from you soon.

Kind Regards

[Your Name]

[Your Role / Title]

[Care Home / Organisation Name]

[Phone number]

[Email address]