
From: Agnes Varnum <agnes@powerthepress.com>
Sent: Wednesday, April 29, 2026 6:56 PM
To: Hiott, Debbie <dhiott@kut.org>; Lee, Wade T <wlee@kut.org>; Autumn Rich <autumn@thepanaceaco.com>
Subject: Fwd: Lost Children Protocol

Hi Debbie, I'm responding to the legal affairs letter you received by sharing what we did to respond to this concern.

- We incorporated the Lost Child protocol deployed at Rock the Park. The protocol was added to the [Information Handbook](#) to be distributed to staff working at that station on the lawn.
- Details were to be included in the Main Stage run of show, but this step wasn't completed because the outdoor portion was canceled before the run of show was written.
- We asked to utilize the signage from Rock the Park, which would have been placed on the main stage.
- We would also have deployed this at the Texas Science & Natural History Museum, a much more contained space but we understood the process to be necessary in both spaces.

All the best,
Agnes

----- Forwarded message -----

From: Autumn Rich <autumn@thepanaceaco.com>
Date: Wed, Apr 22, 2026 at 1:43 PM
Subject: Re: Lost Children Protocol
To: Agnes Varnum <agnes@powerthepress.com>
Cc: Lee, Wade T <wlee@kut.org>, Bentley, Rachel R <rbentley@kut.org>, Kyle Kennedy <kyle@begevents.com>, Emma Steel <emma@thepanaceaco.com>

could we put this on the FAQ on the website and mention in the know before you go.

the officers we walked through today also want us to put on the Know Before You Go and on the FAQ that "Bag checks will be in effect in select venues"

Autumn Rich
Founder
The Panacea Collective
C: 512.423.7079



On Wed, Apr 22, 2026 at 9:59 AM Agnes Varnum <agnes@powerthepress.com> wrote:

Thanks so much Wade, this is so helpful. I will incorporate this into the script for the main stage and kid's stage, and into the handbook for the info booth team.

It looks like you already have signage; can we borrow that?

We don't have an info booth at the museum so maybe we can discuss this with Monte on Friday to see what they recommend.

This is a detailed and very helpful protocol, so we won't have to invent it.
Agnes

On Wed, Apr 22, 2026 at 8:33 AM Lee, Wade T <wlee@kut.org> wrote:

I asked Jacquie yesterday. She doesn't really have a protocol because it's basically her. She does have this though:

Helping Lost Kids at Rock the Park

If a child is lost, please flip over the "lost kid" sandwich board on stage, and then alert a KUTX staff member. In the event the staff member is not available, or until they arrive at the tent, here are some helpful guidelines:

Do ...

- ... keep the child at the KUTX tent until their parent or caregiver locates them
- ... get on the child's level: kneel when you speak to them so that you're eye-to-eye with them
- ... ask the child's name, and introduce yourself (let them know that you help put on this event)
- ... explain to them that you're going to wait with them until their parent or caregiver locates them
- ... create a diversion with conversation (ask about their favorite shows, characters, activities, etc.) and/or by offering them a KUTX sticker or tattoo
- ... periodically remind them that they are in a safe place and their parent/caregiver will be there soon
- ... if the parent/caregiver hasn't been located within 10 minutes, have the stage manager interrupt the concert to make an announcement
- ... if the parent/caregiver hasn't been located within 20 minutes, seek the guidance of the onsite security officer via text or by sending a volunteer to look for the officer (while you continue to wait with the child)

Don't

... mention the child's name or give any identifying features in your stage announcement. Refer to them only as a "lost child."

... berate parents/caregivers in your stage announcement. You can just say "If you brought a child with you, please take a moment to locate them - if you find that they're missing, come to the KUTX tent."

... be afraid to interrupt the show after every song until the child is reunited with their parent/caregiver.

... be afraid to provide a reassuring touch to the child, but it should be on the shoulder or above.

From: Agnes Varnum <agnes@powerthepress.com>

Sent: Wednesday, April 22, 2026 8:00 AM

To: Lee, Wade T <wlee@kut.org>; Bentley, Rachel R <rbentley@kut.org>

Cc: Autumn Rich <autumn@thepanaceaco.com>

Subject: Lost Children Protocol

Hey team, We're hoping to use your protocol for dealing with lost kids at Rock the Park. Can we connect with Jackie for details? Or can you pass along?

Thank you!

--

Agnes Varnum

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