**UFFCULME SHOW 2023 - SAFETY and SECURITY BRIEF**

**1. Purpose**. The purpose of this Brief is to advise Stewards and Volunteers of the Safety and Security Precautions to be taken for the 2023 Uffculme Show at Bridwell Park.

**2. Stewards, Volunteers and Assistants.** We have a team of Exe Valley Rotarians and Uffculme Organisers assisted by members of Exmoor RC, the Venture Scouts and the Sea Cadets.Other external Assistance is provided by:

* Intrepid Medical – First Aid
* Uffculme Lights Volunteers and Uffculme Green Team – litter picking

**3. Structure**. Gold Command Team oversee safety and security of the Show as follows:

* Martin Peat – President and Show Chairman – 07843 448955
* Tim Barton – Show Lead – 07912 698738
* David Jenner – Safeguarding Officer – 07980 715014
* Charles Denman. – Performer Co–Ordinator – 07831 680139
* Ken Mills - Treasurer – 07760 362860

This Team will meet at 6.30am this morning and agreed that the Show can go ahead.

Team leaders have been appointed for areas of the Show and a Crisis Control and Resource Planning Team is available for the Day.

**4. Requirements.** All volunteers are to wear a high-viz jacket/waistcoat at all times and must be aware of the following:

* The siting of the Show office
* The siting of the Medical facility
* Nearest Volunteer with a radio
* Nearest Pedestrian Entrance and Exit points
* Nearest toilets and hand wash facilities

**5. Police Message.** SpecificPolice guidance in the event of a suspect passage is:

* Do not rummage
* Quietly secure the immediate area
* Stand back as mobile devices and radio signals can trigger detonations
* Ask a steward to or if you can call Gold Command. Recognise the last point

**6. Evacuations**. In the event of an emergency, Complete or Partial Evacuations may be required.

**Complete Evacuation**

Any complete evacuation decision is made by Tim Barton who will inform Emergency services and request that Stewards direct visitors to the area between the estate road and lake. Visitors should not return to the Car Park area.

**Partial Evacuation**

A partial evacuation may also be called by Tim Barton but will only require movement of visitors from one area to another. Partial evacuation may not require the emergency services.

**7. Radio Control of Team**. Coded radio messages to Gold Command Team and to Show Volunteers are as follows:

* “Tim Barton – report to” – just Tim as Show Lead
* “Team Barton and his Team” – Gold Command meet at the Show Office
* “Tim Barton and ALL of his team” – all Rotarians and Show Volunteers to carry out the evacuation procedures as described.

**8. General health and safety**. All volunteers are responsible for:

* Wearing high viz jackets
* Being vigilant throughout the day to identify, deal with or report incidents or actions that could endanger life or property such as:
  + Suspicious activity
  + Dangerous activity
  + Antisocial behaviour, including excess/underage drinking and drug use.
* Know location of the show office and nearest key member with a radio eg for lost child or general assistance.
* Know location of the first aid post.
* Local emergency (Partial Evacuation) – move people away from the immediate area
* No moving vehicles on showground when Show is open. If emergency movement is required, vehicles must be escorted.
* Ask for assistance if needed – see Gold Command contacts above.
* Use common sense and take care.

**9. Radio Distribution and Operation**. Portable, 2-way radios will be available to maintain Show control, coordination and initiate emergency procedures. Radio allocation is as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Owner** | **Show Task/Location** |  | **Owner** | **Show Task/Location** |
| 1 | BP | President – Martin Peat | 10 | WW | Classic Cars – John Phillips |
| 2 | BP | Show Lead/Gold Ldr- Tim Barton | 11 | WW | Dog Show – Bob Rice |
| 3 | BP | Safeguard Officer – David Jenner | 12 | WW | Welly Wanging – Colin Ward |
| 4 | BP | Perform CoOrd – Charles Denman | 13 | WW | Car Parking – David Disney |
| 5 | BP | Perform Groups – Jim Clancy | 14 | AH | H&S – Andy Harris |
| 6 | BP | Pedestrian Gate – Ron Derrett | 15 | AH | Troubleshooting – Richard Gough |
| 7 | BP | Vehicle Gate – Bob Fuller | 16 | AH | Treasurer – Ken Mills |
| 8 | BP | Traders/Stalls – Adrian Cheetham | 17 | Med | Medical Team/Para Medics |
| 9 | BP | Catering – Bruce Pearson |  |  |  |

* **On/Off** – Press and Hold MODE button. **Channel to Use** - Set to Channel 7:01.
* **To lock/unlock** – press and hold CALL button. **To Talk** – press AND HOLD large button on side.
* **Radio Owners:** Bruce Pearson (BP) x 9; William Withers (WW) x 4. Arthur Heywood (AH) x 3.

**10. Wi-Fi Use for EVR**. To overcome weak telephone network signals and subsequent loss of connection for the EVR credit card machine, Wi-Fi boosters/enhancers will be provided for use at the Main Entrance and the EVR Catering Area to enable entry tickets and food to be purchased by credit card. Access to this facility through the various card-machines is by logging in using th4 [asswprd previously distributed

Enjoy the show

MJP + TRB

3rd September 2023