

Security/Steward Duties

When attendees arrive, they will be met by stewards who will ask them to enter the event site (situated in the Upper Paddock), leaving the public areas and entering the queuing system. SIA registered security staff will be used at the entry/exit point to ensure that order is maintained whilst ticket holders are queuing to gain access to the festival area, to carry out thorough searches ensuring that no prohibited items enter the site (drugs, weapons, canned/bottled items, or any items security see as a threat), and to review ticket holders ID's upon entry as this event will strictly be for 18 years and above only.

Attendees will be directed to the relevant searching stations dependent on their gender and will be searched by both male and female SIA security staff in their respective searching stations.

SIA security will also be positioned around the site at strategic points depicted in the Event Security Map to ensure the safety of the event and to address any crime related issues.

All security will be wearing the uniform of their security firm and ensuring their SIA license is visible at all times while on duty.

All event staff and SIA security will be connected via a Whatsapp group for direct communication throughout the day and will also be checked upon by the 3 Event Managers at regular intervals throughout the duration of the event.

We will have 6 members of Security over the duration of the event, therefore meaning we will have over the recommended ratio of 1/100 security guards to guests respectively as this event is under TEN requirements making our max capacity at any given time 499.

Throughout the course of the event, there will be a clear exit point, adjacent to the entrance; overlooked by stewarding staff to ensure safe exit from the festival whenever anyone would like to leave.

At the end of the night SIA security and stewards will be wearing high visibility vests which will provide a presence to guide guests to the exit of the event area through E Ferry Rd towards Mudchute DLR station. If the exit becomes busy, we will implement a trafficking system which will feature security/steward staff asking attendees to wait at the exit point, whilst a steady flow of attendees leave the park.

There will be a full briefing prior to the event to ensure the whole event team understand their roles through the duration of the day and to ensure they adhere to the security plan in hand. We will also be holding a de-briefing of all staff inc. security staff, allowing us to review any issues that have arisen. Any actions required will be recorded and followed up. Written records will also be kept of problems identified during the de-briefing so that we can learn and adapt for future events.

The security will be provided by the reputable 'Film Hub Agency' and therefore certifying that our hired SIA security staff will come with training and experience in issues such as drug and alcohol awareness; anger management; customer management; crisis management; post incident stress and conflict management, ensuring a safe and smooth running of the event in hand.

All stewards will be governed by the competent SIA security staff throughout the duration of day to ensure they can assist with anything required.

In the case that a problem should arise during the event, the relevant information will be documented and a debrief document will be provided to the local

Police licensing team within 48 hours of the event.

Drink & Drunkenness:

All bar staff will be trained with regard to their responsibilities under the Licensing Act and governed by an experienced bar manager.

The 'Challenge 25' policy shall be adopted, so that alcohol shall not be sold to anyone appearing to be under the age of 25 unless that person provides satisfactory proof that they are over the age of 18, however we expect this to be limited as no under 18's will be permitted to enter the site.

The posters to the effect that a 'Challenge 25' policy is in place will be displayed by the bar area.

All staff engaged in the sale of alcohol shall be aged at least 18 years.

No person shall be permitted to bring any alcoholic drink into the licensed site. Security staff will be ensuring this is managed upon attendee entry through the search areas.