

SCALBY FAIR ORGANISING COMMITTEE

POLICY STATEMENT

In accordance with the Fair's Constitution dated 7th May 1978 'The Organising Committee' will meet at various times during the year, as notified by the Secretary, for the purposes of organising the Annual Week Long Fair and fulfilling the administrative duties outlined within the Fair's Constitution.

Each and Every Member of the Organising Committee is an unpaid volunteer and has a role to play in achieving the aims of the Fair in accordance with the Constitution whilst at the same time safeguarding the general public, in particular the welfare of Young People under the age of 18 and Vulnerable Adults who attend the week long Fair Events.

The committee encourages members of the public to attend the Fair, in order to raise funds for good causes and it recognises it has a duty of care to make sure, as far as is reasonably practicable and possible, that all those who attend can do so in a peaceful and secure environment and without fear of violation, intimidation, harm, abuse or discrimination. All committee members avow to uphold this policy.

As part of the committee's desire to ensure this is achieved the following actions shall be fulfilled:

1. ROAD CLOSURE & RISK ASSESSMENTS

The roads surrounding the fair site will be closed by a legal **Road Closure Order (RCO)** of North Yorkshire County Council who stipulate the warning signs to be displayed (4 number Road Ahead Closed notices and 4 number Road Closed notices) and where they must be sited so that motor vehicle drivers are aware of the closure. These notices will remain in place until all of the equipment has been dismantled and/or removed to a place of safety, not impeding the free flow of motor vehicles over the public highway.

In addition and as a matter of common courtesy and good neighbourliness a letter will be produced and circulated to all dwelling houses situated within the road closure zone advising them of the closure times and requesting those residents park their vehicles outside of the zone during the period of closure.

Where appropriate the Organising Committee will carry out a risk assessment (or revisit and update an existing risk assessment) in order to ensure that as far as is reasonably possible all risks are identified and action taken to minimise or mitigate those risks. This is particularly important for an event where participants have to use or cross the public highway and need to be protected or segregated from road traffic. In such circumstances the Organising Committee will always provide Safety Marshalls to ensure the participants' safety is not compromised.

2. PUBLIC SAFETY ANNOUNCEMENTS

Public announcements may be made, where appropriate, warning the public of any likely issues which may affect their safety or wellbeing. Those announcements, such as lost children for example, will be made by way of the Fair committee's PA speaker system.

3. THIRD PARTY LIABILITY INSURANCE

All stallholders or persons providing rides or entertainment will have to provide satisfactory evidence of appropriate insurance before they are allowed to provide their services.

The Organising Committee also effects Public Liability Insurance cover.

4. TAKING OF PHOTOGRAPHS OR VIDEOS

Whilst it is not against the law to take photographs or video footage of people on a public right of way, such as a public pavement, footpath or public highway so long as you do not cause an obstruction (or fall foul of anti-Terrorism laws or perhaps the Official Secrets Act both of which is highly unlikely at Scalby Fair) then there is nothing stopping the taking of pictures or video of people in public places.

That said it would be unreasonable and illegal to go chasing someone or harassing them in order to get a picture or video. It would serve the photographer right if they took action shots of someone's every step and got a clip around the ear for it or possibly face a legal charge of harassment or breach of the peace. Common sense should prevail.

The Organising Committee recognise that whilst the Fair's Activities are in a public place and people who attend these activities assemble in a public place, (and thus can be photographed or videoed without express consent), it would be unfair and unreasonable to do so if any person, (including a parent or guardian of a child or vulnerable adult), objects and the Organising Committee's policy reflects their right to object.

The organising committee works on the principle of "what would a reasonable person do in such a situation" and believes that any reasonable person would, when asked, use common sense and desist from taking a picture or video.

The Organising Committee will adhere to the following policy:

- Where the committee wish to avail themselves of photographs or videos of the Fair to be used for future publicity or archive purposes then only a member of the organising committee (or bona-fide third party) who has prior authorisation is allowed to do so.
- They must wear a distinctive fluorescent tabard, at all times, whilst photographs or videos are being taken and the tabard must state clearly, for all to see, they are the "Official Scalby Fair Photographer".
- Photographs or videos should avoid singling out individuals and be of a group of people in a natural setting without them being staged, organised or posed.
- However where it is felt appropriate to single out any person or persons, especially those under the age of 18 or vulnerable adults, then the photographer should seek verbal permission from the parent(s) or guardian(s) before taking the picture or video.
- If any person objects to being photographed or videoed then we will respect that request and ask them to move out of shot before taking any picture or video and thus avoid any accusation of invasion of privacy, harassment or breach of the peace.

5. YOUNG PERSONS AND VULNERABLE ADULTS

The committee will take all reasonable and practical steps to protect vulnerable adults or young persons from harm, discrimination, or degrading treatment and to respect their rights, wishes and feelings and those of their parents and guardians.

6. FIRST AID

As part of the Organising Committee's desire to provide a secure and safe environment free from harm it recognises that accidents and/or medical issues can and do happen and that there needs to be adequate first aid provision. The committee will ensure that experienced and qualified first aiders will be present throughout the Saturday Fair Day and will be situated in a clearly signed and prominent position with adequate signage.

7. BREACHES OF POLICY OR COMPLAINTS

All incidents or allegations of a breach of this policy will be investigated and where necessary or appropriate the Organising Committee will refer the matter to the appropriate Authority.

8. UPHOLDING THIS POLICY

The committee takes its duty seriously and will endeavour to take whatever action it deems necessary or appropriate to uphold this policy at all times.

Last Updated: 16th April 2018