

# Terms & Conditions for Staff and Young People Attending Our Fun Day Celebration

## **Purpose of the Event**

The Fun Day Celebration is designed to provide a safe, enjoyable, and inclusive experience for all staff, young people, and visitors attending our premises and garden area.

## **Attendance & Registration**

Schools/ Parishes must sign in on arrival with their Eventbrite ticket. The ticket can either be printed or electronic but must be present upon arrival.

Staff and Volunteers must wear the visible wristband provided.

## **Behaviour & Conduct**

Respectful behaviour is expected from everyone. Bullying, harassment, discrimination, or aggressive behaviour will not be tolerated.

Attendees must follow instructions from staff and the volunteer team.

Any behaviour that puts others at risk may result in removal from the ceremony or 'fun day' activities. Extreme behaviour may result in removal from the premise.

## **Safeguarding & Supervision**

Young people and staff accompanying must remain in designated event areas and follow supervision arrangements. These are marked out in the risk assessment document.

Any safeguarding concerns must be reported immediately to Fr Simon Gore or Lauren Lynch who will contact our safeguarding office Claire Newton if needed.

## **Health & Safety**

Attendees must follow all safety signage and remain within permitted areas of the garden and premises.

Emergency exits must be kept clear at all times.

First aid support will not be available on site by Animate youth Ministries, this is why schools/parishes are advised to bring their own fully trained first aider; any injuries or incidents must be reported immediately to Fr Simon or Lauren Lynch who will then contact Mark Jones if needed.

Running, climbing on structures, or unsafe play is not permitted.

Attendees must not bring hazardous items, including fireworks, weapons, alcohol, or illegal substances.

## **Capacity & Crowd Management**

Entry may be temporarily paused if the event reaches safe capacity levels.

Staff may direct movement around the site to prevent overcrowding in specific areas.

Attendees must comply with any queueing or one-way systems put in place.

Attendees should comply to any instructions given from our Volunteer Team.

### **Food, Drink & Allergies**

Food (Ice Cream in particular) and drink provided on site may contain allergens. Staff are responsible for checking allergen information before a young person is to consume any of these items.

Personal food for the picnic is permitted stated but must not contain nuts.

### **Use of Equipment & Activities**

All activities must be used as instructed by staff or volunteer team.

Misuse of equipment may result in removal from the activity or the celebration day itself.

If equipment/furniture etc is damaged due to misbehaviour the school/parish be invoiced for any replacements or repairs necessary.

The 'fun day' equipment is hired out by a company called SJ Leisure, if any significant damage occurs on the day by one of your young people they may contact the school directly with an invoice.

### **Personal Belongings**

Attendees are responsible for their own belongings.

Animate Youth Ministries accepts no liability for lost, stolen, or damaged items.

### **Photography & Media**

Staff may take photos or videos for promotional or documentation purposes, but only with appropriate consent.

Young people must not take photos of others without permission.

No live streaming is permitted unless authorised by event organisers.

### **Smoking & Vaping**

Smoking and vaping are only permitted in designated areas outside the main event space.

Staff are asked to leave the premise completely if they wish to do so.

### **Environmental Responsibility**

Attendees must dispose of litter in the bins provided.

Damage to plants, garden structures, or property is prohibited.

### **Weather & Event Changes**

The award ceremony will proceed in most weather conditions. Although, dependent on weather conditions the celebration 'fund day' may need to be cancelled if it is seen as unsafe for the young people.

Activities may be altered, paused, or cancelled for safety reasons (e.g., high winds, heavy rain).

Attendees must follow any updated instructions from the volunteer team.

### **Consequences of Breaching Terms**

Failure to follow these Terms & Conditions may result in:

Removal from an activity

Removal from the premises

Contacting parents/carers (for young people)

Further action in line with organisational policies

**Agreement**

By attending the Fun Day Celebration, all staff and young people agree to abide by these Terms & Conditions and follow the guidance of event organisers.