

Youth in Aviation Day

3rd and 4th June 2017

Organisers Brief for Non-flying and Flying Operations

(including Emergency Plan)

Non-flying operations

Introduction

You are warmly welcomed to the event and we hope you have great fun.

This event is provided free of charge through the good will of The Gliding Centre and its supporters, however a minimum donation of £5 is requested on entry the proceeds of which are going to the selected charities.

To ensure your safety and that of anyone else you need to read and understand this visitor and safety brief.

Airfields are hazardous places and death or serious injury is possible if procedures are not followed

Non Compliance

We are very serious about safety and anyone found not adhering to this guidance will be asked to leave the site and banned from all future events.

Arrival

Groups - Upon arrival you must check in at the Control Point which is a large Green Trailer next to the club house for a safety briefing and camping instructions if applicable.

Non Group Visitors - It is essential that you read the safety and visitors brief that will be displayed at the Control Point which is a Portakabin next to the club House with a big RVP on it. Hard copies will be available at the RVP if needed.

Vehicles on site

There is a 10 mph speed limit.

All vehicles must be parked in the designated parking area unless authorised by the Event manager

Camping

We have capacity for 100 tents. The camping area is shown in the Plan available at the Control Point. All groups are to undertake their own risk assessments for this activity and are responsible for themselves. All instructions regarding fire lanes must be complied with.

You are responsible for clearing up your own litter/rubbish during and after the event and removing it offsite. There are no litter/rubbish disposal facilities provided but we do have a limited supply of black bags.

First aid

First Aid facilities are available at the Control Point. If life threatening or urgent ring 999. There is a defibrillator at the Control Point.

Major Emergency

All major emergencies will be managed from the Control Point overseen by the Event director or Deputy. The phone number is 01858 880521. If in doubt ring 999.

Emergency Plan

In the event of an incident the emergency services will require immediate site access. For this reason you are not to exit the site. All exits will be sealed. Leave your vehicles where they are to give unhindered access. Announcements will be made over the tannoy system and by Marshalls. If you need to report an emergency go to the Control Point or ring 999 as appropriate.

Water

There are 2 free water points available on the airfield and taps within the club house and bunkhouse. Drinks are available to purchase.

Toilets

There is an external toilet block on the airfield as marked on the Control Point and within the Club House and Bunkhouse as marked on the plan. The use of the external toilets is preferred.

Waste Disposal

Visitors are responsible for storing and removing their own waste from site. No facilities are provided.

Catering

No open fires on site.

Barbeque will be provided at peak times with appropriate refreshments & drinks

Drinks, crisps and sweets are also available

Diane's catering facility is open all day in the Club House as timetabled offering appropriate refreshments & drinks

Club Bar – this will be open in accordance with licencing rules for over 18ys only. Please use this facility sensibly. Crisps, chocolate and bottled water will be available for purchase.

Pizza available for delivery in Lutterworth & Market Harborough

Sunburn

Airfields are notorious for sun burn particularly when staring at the sky. All individuals are responsible for ensuring they are adequately protected. Cream is available for purchase in local shops

Dehydration

It is easy to become dehydrated on a warm airfield. Free water points are available and bottled water is for sale.

Extreme Weather

We have organised this event at a date to minimise this risk. However, severe weather can happen at any time. If the weather impedes safety in any way we will cancel the event and you will be asked to depart. We do have limited indoor space in the club house and obviously you have your vehicles for shelter. Both Lutterworth and Market Harborough have clothing retailers if required.

Alcohol

Alcohol bought off site is prohibited on site.

There is a licenced bar on site which is open to all but only over 18yrs may purchase alcohol and will be operated in accordance with licencing laws

Security

Individuals are responsible for their own security and that of their belongings. The event organisers accept no responsibility. Event organisers will be undertaking regular safety and security patrols throughout the day and evening. Any unacceptable behaviour will result in immediate action.

Lost procedure

Group leaders should issue mobile phone contacts to their charges that have them. If you are lost report to the Control Point

Airside

Due to the danger involved you are not permitted to pass the barrier that leads to the live 'air side' of the airfield. Anyone caught doing this will be asked to leave.

In the event that you find yourself inadvertently close to a moving aircraft stay away from the front of the aircraft as the pilot may not be able to see you and the rotating propeller blade at the front could kill you.

Viewing areas outside the airfield boundary

You should only view aircraft when you are on the airfield or camping area. Do not park up in or walk to surrounding roads, fields etc. to get a better view. If you see anyone doing so, please report to the organisers.

Conclusion

Enjoy the event and please feedback on how we can improve for the future

Any questions can be answered by Event Management staff at the Control Point

Enjoy the event and please feedback on how we can improve for the future

Any questions can be answered by Event Management staff at the RVP

Contact list

Leicestershire Police	Force Planning Unit Police H.Q., St Johns, Enderby, Leicester, LE19 2BX Liaison Officer : Sam Watson PC7903	Tel: 101 / 0116 222 2222 E: operations.planning@leicestershire.pnn.police.uk www.leics.police.uk
Leicestershire Fire & Rescue Services	Leicestershire Fire and Rescue Service Headquarters, Anstey Frith, Leicester Road, Glenfield, Leicester LE3 8HD	Tel: 0116 287 2241 E: event.registration@lfrs.org www.leicestershire-fire.gov.uk
Ambulance/Paramedic Services	Cliff Ward, Special Events Team Manager East Midlands Ambulance Service, NHS Trust, The Rosings, Forest Road, Narborough, Leicester LE19 3EQ	Tel: 0116 286 9377 Mob: 07802 270104 24/7 E: cliff.ward@emas.nhs.uk
Traffic Management Leicester City Council City Highways Leicester City Council	Traffic Operations, Area Traffic Control, York House, 91 Granby Street, Leicester LE1 6FB Kevin Glyn-Smith Traffic Management Consultant City Highways, 90 Leycroft Road, Leicester LE4 1BZ	Tel: 0116 299 5678 E: traffic.management@leicester.gov.uk Tel: 0116 454 5049 Fax: 0116 225 3370 Mob: 07791 311292 E: Kevin.glyn-smith@leicester.gov.uk
Civil Aviation Authority	Air Space Utilisation Section, Directorate of Air- Space Policy, K102 CAA House, 45-59 Kingsway, London, WC2B 6ZE	Tel: 020 7379 7311 E: infoservices@caa.co.uk
British Gliding Asscoiation	8 Merus Court, Meridian Business Park, Leicester LE19 1RJ	Tel: +44 (0) 116 289 2956 E: office@gliding.co.uk
Display Director / CFI The Gliding Centre FDD / DA Rob Barsby	The Gliding Centre Husbands Bosworth Airfield Lutterworth Leicestershire LE17 6JJ	Tel: 01858 880521 or 07889 691611 E: rob@shinx.co.uk
Terry Moyes Safety management / Insurance	The Gliding Centre Husbands Bosworth Airfield Lutterworth Leicestershire LE17 6JJ	Tel: 01858 880521 or 07919302123 E: terry.moyes@forbesbrokers.com
Paul Howard Safety management / MOD liason	The Gliding Centre Husbands Bosworth Airfield Lutterworth Leicestershire LE17 6JJ	Tel: 01858 880521 or 07919 302 123 E: ph@disuk.com
Chairman of The gliding centre	The Gliding Centre Husbands Bosworth Airfield Lutterworth Leicestershire LE17 6JJ	Tel: 01858 880521 E: office@theglidingcentre.co.uk
Control Point	The Gliding Centre Husbands Bosworth Airfield Lutterworth Leicestershire LE17 6JJ	Tel: 01858 880521 E: office@theglidingcentre.co.uk
PR and Media Tom Piece	CO – Shinx Creative The Gliding Centre Husbands Bosworth Airfield Lutterworth Leicestershire LE17 6JJ	Tel: 0116 2237711 E: tom@shinx.co.uk

Proposed Airfield Layout (Youth Aviation Day) - Airside communications - Call on 127.575

Information

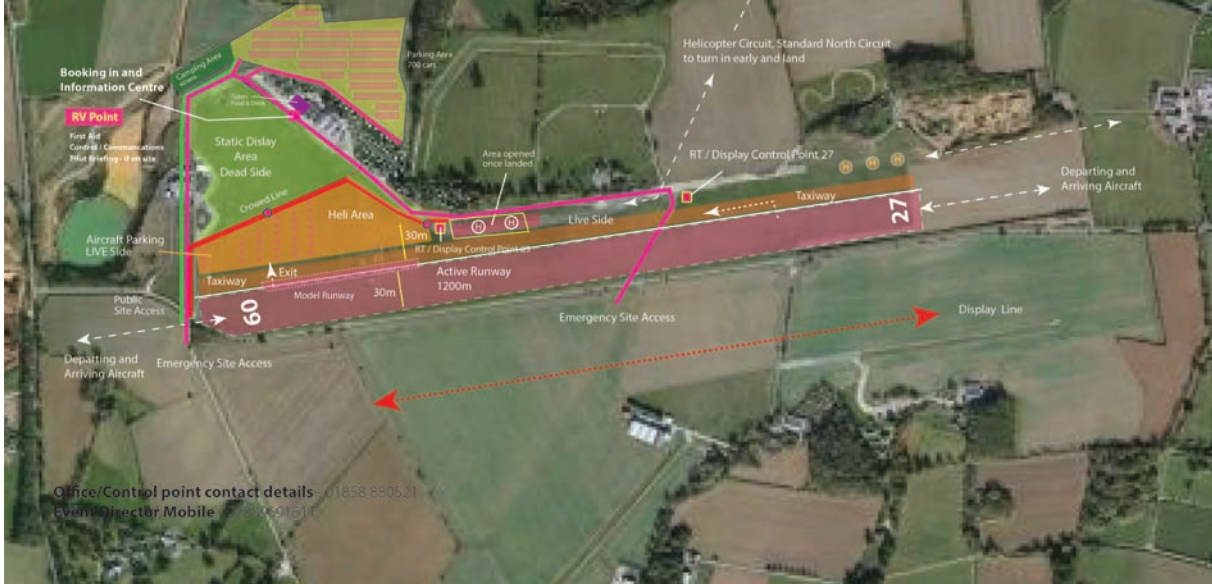
Helicopter Police 22 - could be active on the day, radio calls will be made (Power Aircraft brief for more information)

Sulby Strip - if permitted to close on the 12th June, can be used outside the event times

Arriving Helicopters - will operate to the North

Static Airside Communications - there will be communication with Key personal and Emergency services via Handheld Radios & Mobiles. In person where possible

THE GLIDING CENTRE, Husbands Bosworth Airfield



Office/Control point contact details - 01858 880521
Event Director Mobile - 078059161