

# Stithians Show – Monday 15<sup>th</sup> July 2024

## Set Up and Break Down Site Rules for Contractors, Exhibitors and Traders



In the interest of everyone's safety, please observe the following points. Please also ensure that any third party contractors working on your behalf receive a copy of these Site Rules. You are responsible for ensuring that you appoint competent contractors and that suitable risk assessments, method statements and insurances are in place for your contractors or for the work that you undertake on the Showground.

### VEHICLES

1. The speed limit at all times on site is **10 mph**.
2. The one-way system, when in operation, is clearly signed and must be followed. Please ensure you or your contractors enter by the correct entrance gate.
3. Sit-astride quad bikes may not be used on the Showground other than when being unloaded and loaded for display purposes only.
4. Please park tidily and considerately. Do not park on other traders' pitches or block/restrict access routes around the Showground.
5. High-Vis jackets should be worn during set up and break down – this is for your safety while vehicles are operating around the site.
6. If the ground is marked, fenced or taped off do not drive or park on it.
7. Forklift/Telehandler operators must hold relevant competency certificates. You may be asked for evidence of these. All equipment must be suitably maintained and have evidence of statutory inspection reports, where required.
8. Vehicle passes, where relevant, must be clearly displayed at all times.
9. During set up, the Showground is open from Monday 8<sup>th</sup> July to Friday 12<sup>th</sup> July from 10:00 to 16:00 and Saturday 13<sup>th</sup> July to Sunday 14<sup>th</sup> July from 09:00 to 20:00. Access outside of these times is by prior arrangement only.
10. Set up must be completed by 20:00 at the latest on Sunday 14<sup>th</sup> July.
11. On Show day there is no unauthorised vehicle movement permitted between the hours of 09:00 and 18:00. Note - The site will be open from 06:00 to allow you access to your pitch, if required.

### FIRE

12. No smoking is permitted in any marquee or structure, or during the building of such a structure.
13. Please be aware that the ground and hedgerows may be dry. Ensure that you dispose of all cigarette ends in an appropriate container to prevent fire.
14. You are responsible for ensuring you have your own fire extinguisher available during the set up or break down.

15. In the event of a fire please call 999 immediately (see point 17 for location details) and alert a Show Official.
16. In the event of an evacuation, please follow the instructions of the Show Officials.

## **FIRST AID**

17. The OS Grid reference for the main entrance is SW 74197 37523 and the What3Words reference is forum.kennels.group
18. The nearest major hospital and A & E Dept is at The Royal Cornwall Hospital, Treliske, Truro, TR1 3LQ (01872 250000).
19. Minor Injury Units are located at Camborne Redruth Community Hospital, Barncoose, Redruth, TR15 3ER and Falmouth Hospital, Trescobeas Road, Falmouth, TR11 2JA; both of which require you to contact NHS 111 by phone or online prior to visiting.
20. During the set up and break down, contractors are responsible for providing their own first aid cover. However, in an emergency, a first aid kit is available from the Showyard Directors' Office, when open.
21. Please ensure the Show Secretary and Showyard Directors are made aware of any incidents or accidents that occur on site.

## **SAFE WORKING**

22. All equipment used on site must be fit for purpose, in good condition and well maintained.
23. All workers must be competent to carry out their work and wear appropriate PPE.
24. The Association reserves the right to stop any work and remove from site anyone working in an unsafe manner or considered to be under the influence of alcohol or other substance. No refunds will be given in such instance.
25. All electrical connection points will be clearly marked. Please only connect to the electrical point allocated to your stand. Please bring any queries or issues to the Showyard Directors' Office.
26. All marquees/tents/gazebos/temporary covers must be fit for purpose and suitably secured and weighted. The Association reserves the right to dismantle, or have dismantled, any structure which it deems to be unsafe.
27. Please be aware there are overhead powerlines that run across the carpark areas.

## **WELFARE**

28. Toilet facilities are provided at various points across the Showground. Please use these and not the hedges!

## **LATE WORKING**

29. Anyone arriving after sunset **MUST** obtain permission from the Secretary or Showyard Directors **IN ADVANCE**. The site is locked during the hours of darkness.

## **HOUSEKEEPING**

30. All rubbish and waste must be removed from the site or placed in the skips provided. We ask that you respect our site and leave your pitch as you found it. Any damage must be reported to the Showyard Directors' Office.

## **CHILDREN**

31. Whilst we appreciate it is not always possible to arrange childcare, we would discourage you from bringing children under the age of 16 on to site during the set up and break down (other than those actively involved in supervised tasks). Any children on site must be supervised at all times and remain the responsibility of the accompanying parent/carer/adult.

## **DOGS**

32. Please do not let your dog run loose on the Showground during set up or break down. They must be kept on a short, non-retractable lead and under control at all times. Please also ensure that you clean up after them.

## **EMERGENCY CONTACTS**

33. In case of an emergency, or if you have a query or issue, please contact:  
Claire Watters, General Secretary - 01209 861073  
Showyard Directors' Office - 01209 860427 (from Monday 8<sup>th</sup> July only)