

# **‘Supporting the Homeless’ Sleep Out Pip ‘n’ Jay, Bristol 2 March 2012 Health and Safety Details**

Dear friend,

The BCAN Homeless Forum has now completed the risk assessment for this event, and, as promised, we are passing the conclusions on to you as the organiser of one of the participating groups.

On arrival:

- Please make yourself known to one of the stewards as the organiser for your organisation.
- Please supply the steward with your mobile phone number (we will throw the number away at the end of the sleep out).
- Please keep your mobile phone switched on all night, so we can contact you in the case of an emergency.

While the health and safety of your people is your responsibility, if we consider that anyone is unsafe, or creating a danger or disturbance to others, we reserve the right to ask them to leave at any point. Accordingly, we ask you to communicate the following details to your participants, and ensure they understand.

- Participants will be expected to arrive between 10 and 10.30 pm and leave between 6.30 and 7 am.
- There will be no parking available in the church grounds unless arranged in advance (street parking in the immediate vicinity is metered between 8.00 am and midnight).
- Participants must be aged 18 or above, or 14 or over if attending with a parent or guardian (or a suitable adult with the parent or guardian’s written consent). This event will last all night, outside in Winter, and no provision is being made for young children.
- Participants are responsible for their own weather protection and comfort. It will be necessary to bring suitable clothing, sleeping bags, etc. The ground is likely to be cold and damp, even muddy, so it will be essential to ensure they have something insulating and something waterproof to lie on as well as to cover them. A combination of cardboard and plastic sheeting is often used.
- Participants are expected to respect others sleeping out. You are asked to avoid making any noise after midnight, and not bring alcohol, radios or any other items that may disturb the peace of others. Please do not smoke within the grounds.
- No open fires will be permitted.
- Participants are advised not to bring anything of value in case of loss or theft.
- Participants must take away with them everything they bring – including litter, cardboard boxes, plastic sheeting and bin bags.