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HARRY POTTER'S PARKING INSTRUCTIONS

CAR PARKING INSTRUCTIONS

During the camp we need to carefully manage the movement and parking of vehicles to ensure that any risk of contact between people and vehicles is reduced as far as practicably possible.

Throughout the camp, we have limited parking in Guideacres (the field usually used for vehicles during large events at Raywell), which will restrict how we manage vehicle movement.

Therefore the following plan will be in place for the forthcoming camp and we ask for your assistance to help us manage this, to ensure the safety of all of our young people and volunteers.

THURSDAY (SETTING UP CAMP / EQUIPMENT)

All access to the site will be through the normal Raywell entrance and there will not be any restrictions on access or egress. The site must be cleared by 21:00.

FRIDAY BETWEEN 09:00 - 18:00

All access to the site will be through the normal Raywell entrance and there will not be any restrictions on access or egress.

FRIDAY BETWEEN 18:00 AND 21:00

During this time there will be a strictly enforced policy on access and egress to and from the site to ensure that we can best manage arrivals and drop off which is as follows:

ARRIVALS AND YOUNG PEOPLE DROP OFF

LEADER PARKING – CAMPING AREAS

Access to the camping area will be through the normal Raywell entrance.

Leader parking will be allowed in the camping fields. Any vehicles parked in the camping areas, **must** be left parked in the field until 20:30 (see below).

YOUNG PEOPLE DROP OFF (PARENTS / CARERS)

Car Park / Drop Off Opening Time: 18:00

Access to the drop off area will be through the normal Raywell entrance.

Parents / Groups need to encourage car sharing which will help to manage this process.

We will have a Drop Off area that will be designated in the camping fields from 18:00. All parents arriving will be directed to this area and parked until at least 19:00

There will be no facility to exit the site at all between 18:00 and 19:00 whatsoever.

Between 19:00 and 20:30, traffic will be managed to allow for inbound and outbound traffic with priority given to inbound traffic where there is any impact to traffic on the main road.

MOVING OF VEHICLES FROM THE CAMPING AREA

All vehicles must be moved from the camping field between 20:30 and 21:00 and parked in Guideacres. No motorised vehicles are allowed to be left in the field at all during the weekend, as this represents a great risk in the event of there being a fire in the field during the event.

There will be no exceptions to this. Please ensure all of your leaders are aware of this.

FRIDAY 21:00 UNTIL MONDAY 11:00

There will be no vehicles (other than site service vehicles) allowed to access the camp through the Raywell entrance. Leaders may leave the camp and return to the Car-Park in Guideacres, but anything that needs transporting will need to be carried by your group (as is normal practice at any large event).

MONDAY 11:00 - 11:30

All leader vehicles parked in Guideacres will need to be collected and moved to the designated parking area in the second field. Vehicles may be parked next to or on camping areas, along roads or anywhere that is safe around the perimeter, however, once parked, vehicles may not be moved at all.

MONDAY BETWEEN 11:30 - 14:30

There is to be no movement of vehicles in, out or around the campsite or camping areas. The gates to the site will be closed and will remain closed until 14:30.

Queuing on the road or waiting outside the entrance to the site will not be allowed as this will cause major a risk of accidents (to either our people or members of the public using the road normally).

MONDAY FROM 14:30

Car Park / Collection Opening Time: 14:30 There will be <u>strictly no access</u> to the campsite before 14:30.

Cars will be allowed to enter the camp and will be directed to the parking area in the second field. For the first half hour (until15:00) we will only allow inbound traffic.

There will be no facility to exit the site at all between 14:30 and 15:00 whatsoever.

From 15:00 traffic will be managed to allow for inbound and outbound traffic with priority given to inbound traffic where there is any impact to traffic on the main road.

SHARING OF INFORMATION

You are asked to share this information with all leaders and parents to minimise confusion and assist us in maintaining a safe environment for everyone attending the camp.

Should you have any questions, please do not hesitate to get in touch.

Yours in Scouting

Steph Palmer ACC Events / Camp Leader

