

## Summary of Control Measures Identified in the Event Documentation

The main points covered in documents supplied by Ms Norman (Event Organiser) to support the event are as follows:-

- The New Forest Fairy Festival will be a ticketed only event only. All ticket orders are processed through a secure website. The website states No Ticket, No Entry.
- Pre event advice will be sent to each visitor prior to the event and included on the webpage and will include;
  1. Event Guidelines
  2. Floorplan highlighting hand cleaning stations and possible one way systems.
  3. Floor plan highlighting first aid and toilets
  4. Travel advice
- All contact information, including telephone numbers, addresses and email addresses for each individual visitor is securely collected, in the event that test and trace needs to be implemented.
- Visitors will be encouraged to travel by car.*(this is in line with Government advice about limiting use of public transport)*
- The entire site will be enclosed with Heras fencing and a service road will be in place around the festival.
- There will be a separate field allocated for car parking which is marshalled and one way.
- All ticket holders will be issued with a timeslot to enter the festival, This reduces the risk of visitors from crowding or queuing in compact areas. Social distancing markers and signs will also be set out on the arrival to the festival, giving visual and clear information to ensure visitors adhere to distancing measures and hygiene whilst in and around the festival site.
- Social distancing in the lead up to the entrance will be clearly displayed using arrows and signage and markers.
- Information regarding social distancing, hygiene, sanitation and Covid 19 Regulations will be emailed to each individual involved with the event signs at the event.
- Reduced capacities at the event site along with staggered arrival and departure times to reduce clusters of visitors congregating into areas.
- The festival will add extra toilets to the event and implement a cleaning regime on a rotational system to increase the highest standard of hygiene. The toilets will be professionally cleaned by a contracted company and will be emptied each evening once the site has closed. Hand sanitation stations will also be located in these areas.
- Attendees will not be permitted to return into the event once they have left.
- Less exhibitors to allow for greater social distancing.
- The Festival Gates to the site will be opening and closing at:  
Saturday 10:00 - 18:00  
Sunday 10:00- 18:00