



The Campaign for Real Ale
Blackpool Fylde & Wyre Branch
&
Fylde Borough Council
4th Lytham Beer Festival



June 2010

Dear CAMRA member

We are happy to announce that our branch and Fylde Borough Council will be holding a beer festival, open to the public from Thursday 16th to Saturday 18th September 2010 at the Lowther Pavilion, Lytham. Branch members are warmly invited to come along, join in the fun and help make it a success. Setting up will take place from Tuesday to Thursday. The take down session will take place on Sunday, and it is important that sufficient people volunteer for this session.

A staff bus will be provided to transport helpers home after the end of the evening sessions. If you require this please indicate so on the form below. This will allow us to plan the best route and keep a place for you on the bus.

If you would like to help please complete the form below by ticking the appropriate boxes and return it to me as soon as possible. If not please do come along and enjoy the selection of real ales, ciders, perries and foreign beers on offer. We will be very happy to see you.

Many thanks.

Ray Jackson, 43 Sandgate, Blackpool. FY4 2NE

Lytham Staffing Officer

Email: staffing@blackpoolcamra.org.uk

If you need any further information about the Beer Festival or any other branch events please get back to me or visit our website www.blackpoolcamra.org.uk

Date	Session	Help	Session	Help	Session	Help	Bus
Tue. 14/9/10 - Set up	09:00-13:00		13:00-17:00				
Wed. 15/9/10 - Set up	09:00-13:00		13:00-17:00				
Thu. 16/9/10 - Set up / Open*	09:00-13:00		13:00-17:00		18:45-23:30*		
Fri. 17/9/10 - Open	11.45-15.45		15.45-19.45		19.45-23.30		
Sat. 18/9/10 - Open	11.45-15.45		15.45-19.45		19.45-23.30		
Sun. 19/9/10 - Take Down	09:00-13:00						
Name (BLOCK CAPITALS)							
Address							
Tel. no.				Email			
Membership No				Area of expertise <i>(optional)</i>			
I agree to abide by the Festival Hygiene & Health & Safety Guidelines							
Signature							

Please note – the beer festival will be open to the public continuously from 12.00 to 23.00 on Friday and Saturday

4th Lytham Beer Festival

Health and Safety Rules for CAMRA Staff

Accidents

In case of accidents, seek aid from any member of Lowther Pavilion Staff. Once any first aid needs have been met, please report your accident to the Health & Safety Officer.

How to report Hazards

Please report any hazards you come across to either the Health & Safety Officer or the Festival Chair/Vice Chair. Any glass breakage must be reported to bar or glass managers for immediate containment and secure disposal. Safety gloves must be worn when clearing broken glass.

Fire Precautions

If you see a fire shout "Fire" and break the glass on the nearest fire point. Hall staff will supervise the evacuation of the building. Exits must be kept clear of obstruction at all times including set up and take down.

Violence/Aggression

Report to security staff immediately, sending a colleague if necessary.

Alcohol, Drugs and Smoking:

Recreational drugs are strictly prohibited at the festival. Staff must not drink to excess during the festival, nor must they under any circumstances drive, operate machinery or climb to heights having consumed alcohol. In line with the national legislation on smoking, smoking is not allowed in any part of the Lowther Pavillion building. Any person found smoking will be asked to extinguish smoking material or leave the building immediately

Clothing and Footware:

Suitable clothing and footware must be worn at all times. During set up and knock down, those handling heavy items (including casks, coolers, stillage or bar components) must wear protective gloves and steel toe capped footware.

Lifting and handling:

When moving any heavy loads (over 5kg) appropriate lifting and handling techniques must be used. Never stoop to lift, always lift with a straight back and bend at the knees and hips as necessary. The guideline safe lifting limit for a fit adult male is 20kg between mid calf and shoulder height, close to body and without twisting. A full 9 gallon cask weighs at least 42kg. It is not possible to lift this weight safely to the upper level of stillage, even using two men to lift. The lifting hoist provided must be used. Stillage sections, beams and planking are to be carried by two people, one at each end, at a safe height

Use of Chemicals:

All chemicals (including cleaning agents) must only be used in strict accordance with the manufacturers instructions.

Vehicle Rules

Only those who have registered their licence details with the hire company may use the rented vans.

Work areas

Must be kept clear of obstructions and slip or trip hazards at all times. Where surfaces become wet or dirty, they must be cleaned. Cleaning materials, including a mop and bucket, are provided at each bar for this purpose.

Hygiene:

If you have a diarrhoeal illness, or exposed infected sores, you are not fit to work at the festival until symptoms have gone for 24 hours. Remember to wash your hands after you: smoke, eat, use the toilet. Wash your hands if they become soiled - including with beer. Do not put your hands to your mouth or nose. Avoid touching beer taps with the rims of customers glasses - they are contaminated.

Security

Lone working is not allowed for any CAMRA staff at any time. All persons handling money must adhere to the guidelines for treasurers.