

# Inflatable Colour Dash Volunteer Information

St Barnabas Inflatable Colour Dash

Saturday 11<sup>th</sup> May 2018

07:00-14:00

**Lincolnshire Showground** 

Access on site via Main Entrance (Gate 1) – 07:00 – 08.55 Access after 09:00 via Gate 2 and Gate 3

# **Melissa Gaffney**

Event Fundraiser – St Barnabas Hospice

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#### Welcome

It's that time of year again to get ready for one of the staple 5k events of the Lincolnshire calendar. The Inflatable Colour Dash returns for its 5<sup>th</sup> year and we are thrilled you have decided to join us.

You will play a pivotal role as part of our event team and we are sincerely very grateful to you for generously giving your time to help make the day as amazing as it can be. The first thing Dasher's will comment on are how much of an impact you make to their experience.

With well over 2,100 Dasher's registered so far we cannot wait to see the excitement, feel the energy and hear the stories of our attendees.

Although this is a well-established event, we are excited to be involved in this event for our first year and know that the success of this event is largely down to the support we receive from volunteers such as yourselves.

Please take the time to read through this document as it contains everything you need to know about the event. There is a lot of information within this document, but if you feel there is something we have missed or if you have a question; then please raise this either at the volunteer briefing or on the day.

Remember to have fun, enjoy the day and get messy!

We look forward to meeting you all soon.

Melissa and Louise Events Fundraisers

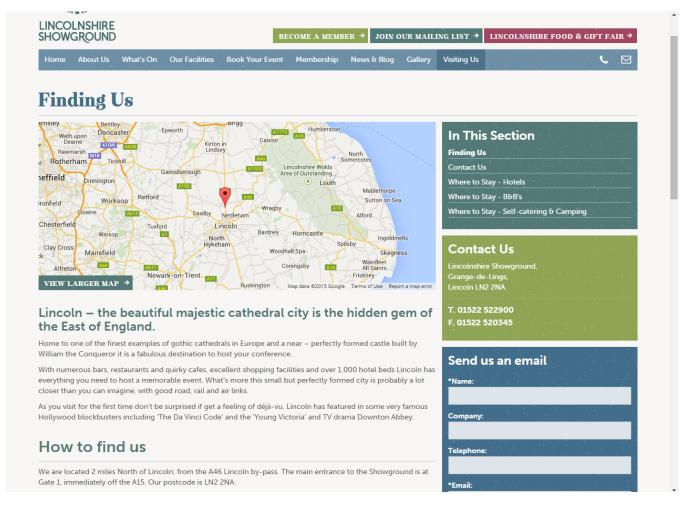
# St Barnabas Colour Dash - Volunteer Briefing

Wednesday 8 May – Lecture Theatre, Hawthorn Road, Lincoln, LN2 4QY – 18:30 - 19:30.

# On the day

## Where to go:

# Lincolnshire Showground, Grange-de-Lings, Lincoln, LN2 2NA



# Travel

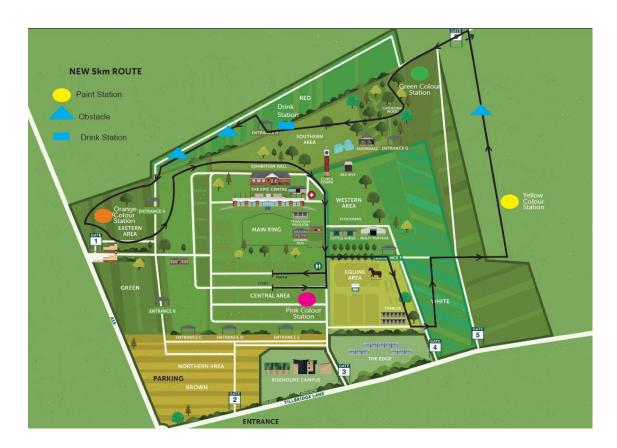
We recommend if you are travelling from the south of the city you travel along Burton Road then turn right on to Tillbridge Lane and access the Showground in Gate 3

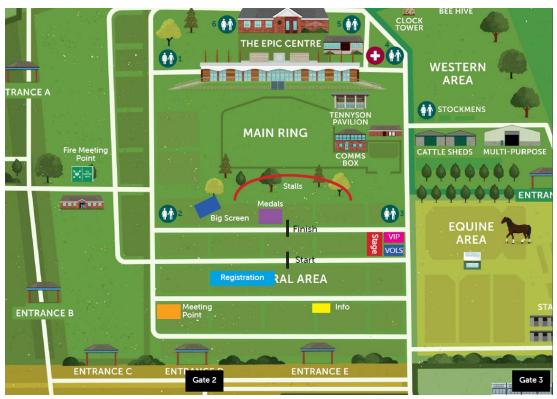
If you are travelling from the north of the city you travel along the A15 then turn on to Tillbridge Lane and enter via gate 2

# **Key Timings**

Timings	Key Information	
07:00	Volunteers arriving on-site. Please sign in with	
	Chris Glazer at HQ to receive your lanyard and	
	high-vis vest	
07:00	Stalls arriving on site	
09:00	Gate 1 closes	
09:00	Anticipated participants arriving on site.	
09:30	Registration opens	
10:50	Warm ups start	
10:55	First wave to the start	
11:00	First wave starts	
13:00	Anticipated final finisher	
13:05	Paint Party	

# **Event Site**





Subject to change

## Registration

Registration for 2019 differs from previous years. The most noticeable change is that Dasher's do not have a printed runner number. This has been replaced by colour wristbands.

Each wristband is colour coded to show the allocated wave. We have also tried to match sunglasses to the waves as much as possible (it may not be an exact colour match), but please only give yellow sunglasses for the yellow wave etc. This acts as a way of identifying Dasher's and their allocated wave.

The coloured waves are as follows:

•	Pink –	11:00
•	Yellow -	11:05
•	Purple –	11:10
•	Orange –	11:15
•	Green –	11:20
•	Blue –	11:25
•	Red –	11:30

Waves will be allocated on the day. Each wave has a limited capacity and we cannot add participants into a wave if it has reached capacity. Once all of a particular colour has ran out, then we do not have any more wristbands for that wave. Participants are advised if they wish to run as part of a group or with other Dasher's they must come to registration in their group. We cannot hold places for Dasher's.

If you have any questions about the registration process, please speak to your Team Leader on the day.

#### **Colour Stations - Colour Pirates**

Please check the map to see where your colour station is on site. Some of the stations are far away please allow enough time to get to the station.

When you arrive at the paint station, we advise filling a number of cups with paint ready for the dashers.

Your role is to scatter powered paint over the colour dashers as they pass through your paint station. Do not throw the paint directly into people's faces. Either throw it high in the air so it falls down naturally over the dashers or aim below the neck at the lower body.

Approximately 100 grams of powered paint per person per paint station

Please be friendly and cheer the dashers as they go through!

#### Merchandise

We have a range of merchandise on offer for participants and supporters to purchase on the day. We have an exciting new range as well as some 'fan-favourites' available; such as paint pouches. There will be a number of pouches available to purchase on the day.

We cannot take card payments at this event and participants have been informed to bring cash for any purchases. We will provide cash belts, but large sums of cash and notes should be stored in the cash tin, which should be locked and away from public view.

Wearing merchandise is optional and we encourage you to get as involved as you would like with your decoration.

#### **Route/Inflatable Marshals**

As marshals you are our eyes and ears on the course and you play an important role in the safe running of these events. As the event uses waves there will be times when you are busier than others and may see more Dasher's at certain times. Please be aware that we will be monitoring the last runner of each wave.

Reporting incidents:

We report incidents with three measures in place:

- Near miss a one-off trip with no/little injury
- Incident repeat occurrences with minor injuries
- Accident requires immediate medical attention

If at any time during the event, you notice someone who needs medical attention, if you have a radio, then radio through to our medical provider by calling 'to medical'. Obstacle Stewards will also have radios; they will be positioned at each obstacle. St John will be present throughout the event.

#### **Photographers**

We would like to thank Lincoln Camera Club for their continued support of this event. All photographers should meet their Team Leader, Hannah HQ (Vols) at 10:00. You will be given a full briefing of what to expect. Photographers should wear a high-vis. If you have a blue photographer's high-vis you are welcome to bring this along with you.

## **Suspicious Behaviour and Unattended Baggage**

There is nowhere for you to leave your belongings on site, so please leave as much as you can in your cars/travel light. If you do bring a bag, **PLEASE CLEARLY NAME** your bag and keep it with you. .St Barnabas cannot take any responsibility for any personal possessions, or store these for you.

If you notice any suspicious behaviour or unattended bags and you have cause for concern then please notify Melissa via the radio system. It is important that we remain vigilant.

#### All medical situations must be dealt with on site.

- Please wear clothes that you do not mind getting powdered paint on the paint is non-toxic. It is an open space and can be cold and windy
- Free Sunglasses will be provided, please pick these up from Event HQ when you sign in
- Free drinking water will be provided
- Free hot drinks and biscuits will be provided please help yourself from HQ
- Bags can be left at the steward tent at your own risk
- Please ensure your mobile phone is fully charged
- Phone signal can be limited at the Show ground
- Team leaders and stewards on the route to be issued with two-way radio
- Hi-Vis and id badge to be worn at all times
- If you have any questions, please see your team leader

## Teams

•	Teams	Team leader
•	Event Lead	Melissa Gaffney
•	Event Operations	Louise Cotton
•	Event Safety Officer	Adrian Oke
•	Registration	Caroline Swindin
•	Information & Volunteers	Chris Glazer
•	Merchandise	Jenny Peake
•	Set up team	Mike Pastor
•	Pink Paint Station	Western Power
•	Yellow Paint station	TBC
•	Green Paint station	TBC
•	Orange Paint station	TBC

Car Park Stewards Kelly Odam
Stalls/stands Louise Cotton

Stewards TBC

# **Once Dash is completed**

Once the dashers have all passed through your paint station, please pick up any water bottles and place in the bin. Place any unused paint back into the drum. Sweep up any excess paint. A vehicle will come and collect the barriers, tables, paint and rubbish.

# If you can...

We would appreciate your help to pick up empty paint bags and litter at the end of the event. More hands make less work for everyone.

All equipment should be loaded into one of our vans excluding:

- Crowd barriers
- Tables
- Chairs

St Barnabas vans for – paint, branded gazebos, stakes, feather flags, banners, everything from the information, merchandise and steward area

# Thank you for supporting St Barnabas Hospice.



