

## DISCLAIMER NOTICE AND RULES

### SECTION 1

#### Website Disclaimer

The Staffordshire Commissioner's Office (SCO) has endeavoured to ensure that all safeguarding, health and safety and associated concerns are addressed through the service agreement put in place with Service Providers for activities funded by this office. Further safeguards and procedures will be implemented by the Service Providers in light of the Covid19 Pandemic to ensure that activities are provided in line with government guidance (as updated from time to time). A copy of the service agreement is available for inspection via the SCO website, <https://staffordshirespace.uk/> or by emailing [space@staffordshire-pfcc.pnn.gov.uk](mailto:space@staffordshire-pfcc.pnn.gov.uk)

Any Parent / Guardians / Carers of young people participating in the Space events and activities which are marked as funded by the SCO will be required to complete a disclaimer form to be able to attend any activity or event on the Space programme and before the young person will be allowed to participate.

The Disclaimer & Rules should be returned via email or to the email and address shown on the Space website so that your pass can be issued to you by email.

Information provided within the Disclaimer & Rules forms will be kept for 3 years due to the nature of the activities and the current Pandemic. Any information contained in accident records held by Service Providers shall be kept in line with health and safety legislation.

For non-SCO funded activities where Service Providers affiliate their activities to the Space brand through publicity arrangements through the Space website only, Service Providers are expected to have in place their own policies and practices and to operate activities based on their own terms and conditions. The SCO is making no enquiries directly about this expectation. Any event not funded by the SCO (as indicated on the Space website) will not be covered by the Rules & Disclaimer that Parent / Guardians / Carers sign and/or the same measures and Parent / Guardians / Carers are advised to make their own independent enquiries about those events and measures and satisfy themselves that those measures and facilities are sufficient.

The 'Details' box featured on each activity clearly defines those activities that are SCO funded and those that are non-SCO funded.

The SCO makes aware to Parents / Guardians / Carers of young people participating in funded Space activities that photographic images may be taken to promote the Space programme. Should a Parent / Guardian choose for their child / children not be featured, the Service Provider will be responsible for ensuring compliance with such a request.

Service Providers are requested to advise the SCO of activities which operate with limited place availability and when all such places are filled, these will be identified within the Space website. Service Providers are also requested to provide details to the SCO of activities which are cancelled, details of which will be published, where provided, on the Space website. However, the SCO will not be liable for the non-provision or non-timely provision of this information by Service Providers, nor for any losses or expenses where young people arrive at the pre-booked activities without having booked when they are turned away. Responsibility for ensuring young people not admitted into venues get home remains with the parent, guardian, or carer of that child.

The SCO will not be liable for any direct or indirect losses, liabilities, costs (including legal and administrative costs), claims (actual or threatened) damages, awards, injuries (other than personal injuries or death arising from the SCO's own negligence) expenses as a result of participation in the Space programme and / or activities undertaken.

It shall be the Parents / Guardians / Carers responsibility to decide on whether a child participates in any Space activities and ensuring that the child is not exhibiting any Covid-19 related symptoms and has had a negative test (PCR swab test or lateral flow test) before participating.

It shall be the Parents / Guardians / Carers responsibility to provide any and all protective equipment required to participate in any activity or event, as is required from time to time by the government guidance in place for the activity/event at the time it is taking place.

Although measures in line with government guidance will be in effect, the SCO will not be liable for any child not adhering to the measures put in place by Service Providers or due to any Covid-19 related illness arising as a result of participation in such activities despite such measures being implemented.

Parents / Guardians are therefore advised to seek independent advice from medical practitioners, or healthcare providers, prior to a child participating in any Space activity, as required and reminded to check the Government website to obtain the most up-to-date information regarding social distancing and any other Government measures.

Your child must book a place on a SCO funded activity before a Registration pass can be issued. Noting that a child can only be registered for events that are taking place within their local council area and must not attend Space events outside of these geographical boundaries, save for bespoke activities that have been given approval by the SCO.

Your child will not be able to take part in the activity or event unless or until the Disclaimer that is available on the website has been signed by the Parent /Guardian / Carer and returned by email and acknowledged to the email or postal address provided on this Space website and a registration pass has been issued in response and your child must take the registration pass with them on each and every occasion.

Further information please contact [space@staffordshire-pfcc.pnn.gov.uk](mailto:space@staffordshire-pfcc.pnn.gov.uk)

Staffordshire Commissioner's Office (SCO)

## SECTION 2

**Disclaimer and Rules in light of the COVID19 pandemic at sporting activities or events funded by Staffordshire Commissioner's Office ("SCO").**

### **Rules:**

- Your child must act responsibly and sensibly at all times.
- Your child will follow any safety warnings or instructions displayed or given to them by a member of staff.
- **You confirm that:**
  - you acknowledge that you must sign and return this disclaimer in order for your child to receive a registration pass and that your child cannot attend any events or activities without a registration pass.
  - you understand that some events marked on the Space website as 'booking only' have to be pre-booked as directed and following the instructions on the website and that your child cannot attend a 'booking only' event and/or activity if they have not been pre-booked onto that event and/or activity. Responsibility for ensuring your child gets home from an event and/or activity where the pre-booking requirement has not been followed and the child is unable to gain access to the event and/or activity remains with the parent, guardian or carer of that child.
  - you are satisfied with all of the Covid-19 measures put in place for the activity or event, including social distancing measures, hand sanitising, any required face coverings, and testing requirements. A copy of such measures may be provided by the service provider of the activity or event on request.
  - you acknowledge and confirm that the Covid-19 measures, and these disclaimers and rules apply only to the events and activities that are displayed on the Space website as being funded by the SCO. Some of the events advertised on the Space website are identified as not being funded by the SCO and the SCO makes no enquires about these events and/or activities and has no liability or responsibility for them other than a loose association due to publicity arrangements. As such parents, guardians and/or carers are advised to make their own independent enquiries regards any and all other events or activities that may be advertised on the Space website.
  - your child will strictly follow all the Covid-19 measures put in place for the activity or event, including social distancing measures, hand sanitising, any required face coverings and testing requirements, and that failure to do so will result in your child being removed from the activity or event.
  - you will provide and ensure that your child brings with them to every activity and/or event any and all protective equipment necessary to take part in the activities and as may be required by the provider of the activity, and also in line with the government guidance in respect of that activity at the time it is taking place.
  - you will only register your child for events that are taking place within your local council area and that your child is not permitted to attend Space events outside of these geographical boundaries.
  - your child and any members of your household must not have any symptoms of the coronavirus at the time of attending the activity or event.
  - your child and any members of your household must not have displayed any such symptoms in the past 14 days prior to the activity or event.
  - your child must have had a negative test result (PCR swab test or lateral flow test) the day before attending the activity or event, otherwise your child may be refused entry to participate in the activity/event. Your child must not attend the activity or event and will be refused entry if such test is positive for Covid-19.
  - your child may be removed from the activity or event if any related coronavirus symptoms arise or become apparent during the activity or event.

- Where any related coronavirus symptoms arise or become apparent in your child during the activity or event and/or we become aware that you or your child have experienced symptoms in the last 10 days, your child's registration pass will be confiscated and not returned to you or your child until a negative test specific to the individual has been secured and all government self-isolation guidance has been adhered to.
- that you consent to any personal data about your child, contained in any and all accident and/or attendance records for the events or activities attended being held by the Staffordshire Commissioner's Office and Service Providers in line with health and safety legislation.
- that you are aware and have read the SPACE website on which full details of this disclaimer are set out.
- that it is your responsibility to provide up to date and current emergency contact details to the personnel at the venue where your child is attending any activity or event and to be available on the emergency number provided below and collect your child from an activity or event should they be removed under these Rules.
- that first aid may be administered to your child (if absolutely necessary) without any liability on the SCO or the provider of the activity or event, despite any social distancing that may not be possible to administer such first aid to your child.

#### **IMPORTANT NOTICE**

- Activities carried out by the SPACE programme may be physically challenging and can carry with them risks that cannot entirely be eliminated.
- Your child will not be able to take part in any activity or event in the Space programme unless or until this Disclaimer has been signed, returned and you have received a valid registration pass issued by the SCO. This Disclaimer & Rules should be returned via email or post to the email and/or postal address shown on the Space website so that your pass can be issued to you by email.

**IT IS IMPORTANT THAT YOU READ AND UNDERSTAND THIS STATEMENT BEFORE SIGNING. IF THERE IS ANY TERM THAT YOU DO NOT UNDERSTAND, THEN PLEASE DISCUSS IT WITH US BEFORE SIGNING.**

**FOR QUESTIONS/QUERIES PLEASE EMAIL: [space@staffordshire-pfcc.pnn.gov.uk](mailto:space@staffordshire-pfcc.pnn.gov.uk)**

**USE THE FOLLOWING 4-STEP PROCESS TO SECURE YOUR CHILD/YOUNG PERSONS' SPACE REGISTRATION CARD.**

**STEP 1 – Book your place on a Space activity. Do not apply for a Registration Card unless you have a place confirmed**

on an activity.

STEP 2 – Complete the Space Disclaimer below, which will also support Provider communication with you in the event of any COVID related Track & Trace process.

**SPACE DISCLAIMER:**

<b>PARENT/GUARDIAN/CARER DECLARATION IN ACCEPTANCE OF TERMS AND CONDITIONS CONTAINED HEREIN:</b>																			
<b>Parent/Guardian/Carer Name (block capitals)</b>																			
<b>Parent/Guardian/Carer Email Address (to issue Space Registration Card)</b>																			
<b>Parent/Guardian/Carer Contact Number (in case of difficulty in issue of Space Registration Card)</b>																			
<b>Your local authority area (this will be the local council to whom you pay your Council Tax). Please tick only one</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Cannock Chase</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">East Staffordshire</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Lichfield District</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Newcastle Borough</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Staffordshire Moorlands</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">South Staffordshire</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Stafford Borough</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Stoke-on-Trent</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 2px;">Tamworth</td> <td style="text-align: center; padding: 2px;"><input type="checkbox"/></td> </tr> </table>	Cannock Chase	<input type="checkbox"/>	East Staffordshire	<input type="checkbox"/>	Lichfield District	<input type="checkbox"/>	Newcastle Borough	<input type="checkbox"/>	Staffordshire Moorlands	<input type="checkbox"/>	South Staffordshire	<input type="checkbox"/>	Stafford Borough	<input type="checkbox"/>	Stoke-on-Trent	<input type="checkbox"/>	Tamworth	<input type="checkbox"/>
Cannock Chase	<input type="checkbox"/>																		
East Staffordshire	<input type="checkbox"/>																		
Lichfield District	<input type="checkbox"/>																		
Newcastle Borough	<input type="checkbox"/>																		
Staffordshire Moorlands	<input type="checkbox"/>																		
South Staffordshire	<input type="checkbox"/>																		
Stafford Borough	<input type="checkbox"/>																		
Stoke-on-Trent	<input type="checkbox"/>																		
Tamworth	<input type="checkbox"/>																		
<b>Signature</b>																			
<b>Date</b>																			

STEP 3 – Complete the following Registration Application for each Child/Young Person attending a Space 2021

activity.

**SPACE 2021 REGISTRATION**

PARENT/GUARDIAN/CARER DECLARATION IN ACCEPTANCE OF TERMS AND CONDITIONS CONTAINED HEREIN:																			
Name of Child/Young Person (block capitals)																			
Your local authority area (this will be the local council to where you pay your Council Tax). Please tick only one	<table> <tr> <td>Cannock Chase</td> <td><input type="checkbox"/></td> </tr> <tr> <td>East Staffordshire</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Lichfield District</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Newcastle Borough</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Staffordshire Moorlands</td> <td><input type="checkbox"/></td> </tr> <tr> <td>South Staffordshire</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Stafford Borough</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Stoke-on-Trent</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Tamworth</td> <td><input type="checkbox"/></td> </tr> </table>	Cannock Chase	<input type="checkbox"/>	East Staffordshire	<input type="checkbox"/>	Lichfield District	<input type="checkbox"/>	Newcastle Borough	<input type="checkbox"/>	Staffordshire Moorlands	<input type="checkbox"/>	South Staffordshire	<input type="checkbox"/>	Stafford Borough	<input type="checkbox"/>	Stoke-on-Trent	<input type="checkbox"/>	Tamworth	<input type="checkbox"/>
Cannock Chase	<input type="checkbox"/>																		
East Staffordshire	<input type="checkbox"/>																		
Lichfield District	<input type="checkbox"/>																		
Newcastle Borough	<input type="checkbox"/>																		
Staffordshire Moorlands	<input type="checkbox"/>																		
South Staffordshire	<input type="checkbox"/>																		
Stafford Borough	<input type="checkbox"/>																		
Stoke-on-Trent	<input type="checkbox"/>																		
Tamworth	<input type="checkbox"/>																		
SCO USE ONLY:	To bear the SCO stamp once returned by parent/guardian / carer.																		

**STEP 4 – Forward both the completed, signed Disclaimer and Space 2021Registration Form(s) to: [Space@staffordshire-pfcc.pnn.gov.uk](mailto:Space@staffordshire-pfcc.pnn.gov.uk)**

- Registration forms will be returned to you through the email address you have provided on your Space Disclaimer.
- Note that no child/young person will be able to attend any Space activity outside their geographical area, or without a verified Registration.

Signed .....  
[PARENT/GUARDIAN/CARER]

Print ..... Date ..... (Block Capitals)