

# Welfare



## Staff Welfare

Employers have a legal duty to ensure the wellbeing and welfare of their staff and to assist event organisers meet these obligations, the HSE advise that provision of adequate and appropriate welfare facilities are provided to staff, including:

- Toilets
- Hand washing facilities with running hot and cold water
- Free drinking water
- [Adequate breaks](#)
- Clean areas for breaks and eating
- Changing facilities
- Rest facilities for pregnant women

Employers must also provide adequate first aid, suitable PPE, instruction, training, consultation processes, relevant information and insurance cover.

### Further reading

[HSE Employee Welfare](#)

[HSE Welfare at Work](#)

## Public Welfare

With so much competition in the events market, high public expectations and the risk of negative experiences being shared on social media, event organisers are advised to consider the welfare needs of the public to help ensure positive experiences. The event offering, from the entertainment to the catering provision, and the cost will all have an impact on the experience of the attendees but providing for attendees' welfare needs is a simple and effective way of creating a positive environment for the public, which can in turn result in positive feedback for the event.

Advice on welfare considerations is included within the following sections of this guide; accidents and medical emergencies, missing person policy, waste management and environmental considerations and toilet provisions. Event organisers may also consider providing free sunscreen, waterproof ponchos, lost property points, information points, meeting points and free drinking water to cater for the basic needs of their audience and customers.

If the event has an Occasional Licence to sell or supply alcohol, then organisers will be required (under the Licensing Scotland Act) to provide free tap water fit for drinking upon request. If your event is unlicensed or if there is higher risk of dehydration at your event e.g. events held in summer, sporting events, events with high consumption of alcohol or drugs, or live music events, then it is recommended that a supply of free water is made available to anyone who requests it to ensure and maintain public safety.

## Child Welfare

If the proposed event is likely to attract children then organisers must put measures in place to ensure that children are safe, protected from harm, that there are facilities in place for them and that their welfare needs are addressed. If your event is not suitable for children, or if there are specific conditions of entry which impact them (e.g. Children under 12 must be accompanied by an adult etc.), then this should be clearly advertised on all promotional material.

The presence of children at events should form part of the event's risk assessment. Guidance on risk assessments can be found [here](#).

When developing the event plans and procedures or when assessing the suitability of the event for children and young people organisers are advised to consider:

- The crowd profile
- The format of the event
- Staffing arrangements
- The sale or supply of alcohol\*
- Catering provision
- Activities designed for children:
  - Come & try activities
  - Educational content
  - Suitable rides, attractions and entertainment
- Site layout considerations including Child Friendly Zones, which should be fenced to segregate it from the other elements of the event and ensure a safe and enjoyable space for children and young people. This area should be fully serviced with dedicated waste bins, stewarding, welfare facilities and catering provision aimed at the audience. It is also recommended that specific site rules are developed for the needs of this safe zone e.g. no alcohol permitted, no unsupervised children and no smoking
- [Children with additional needs](#)
- Welfare arrangements including baby changing areas and dedicated toilets for children
- Pushchair access and the additional space to allow them to move freely around the event site
- Face painting (ensure that only the child's hands and face are painted, that there is adult permission granted, adult supervision and non-allergic face paints to be used.)

\*If your event involves the sale or supply of alcohol then you will need to apply for a licence as detailed in [Licensing and Trading Standards](#). As part of the licensing process, event organisers will be required to provide evidence detailing how they will meet the Licensing Act's objective to Protect Young People from Harm. It is common for the Licence to be granted with conditions attached to ensure that this, and the other four licencing objectives are met.