

LINCOLNSHIRE, UK

27-30 AUGUST 2026

LN6 9HN

Staff Handbook

~~LOST~~
VILLAGE



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INTRODUCTION



We look forward to welcoming you to Lost Village this August.

This information pack is designed to help you get ready for the event and to provide you with all the essential information you may need.

If you have any further questions, please feel free to get in touch with your line manager who will be able to assist you.

This year's festival will run over a 4-day period -
Thursday 27th - Sunday 30th August.

For full information please visit lostvillagefestival.com

SITE ADDRESS

DIRECTIONS (BEFORE 17TH AUGUST)

If arriving before Monday 17th August, use the postcode LN6 9QF and follow signs for Deliveries / Production, Blue Gate, Swinderby Road.

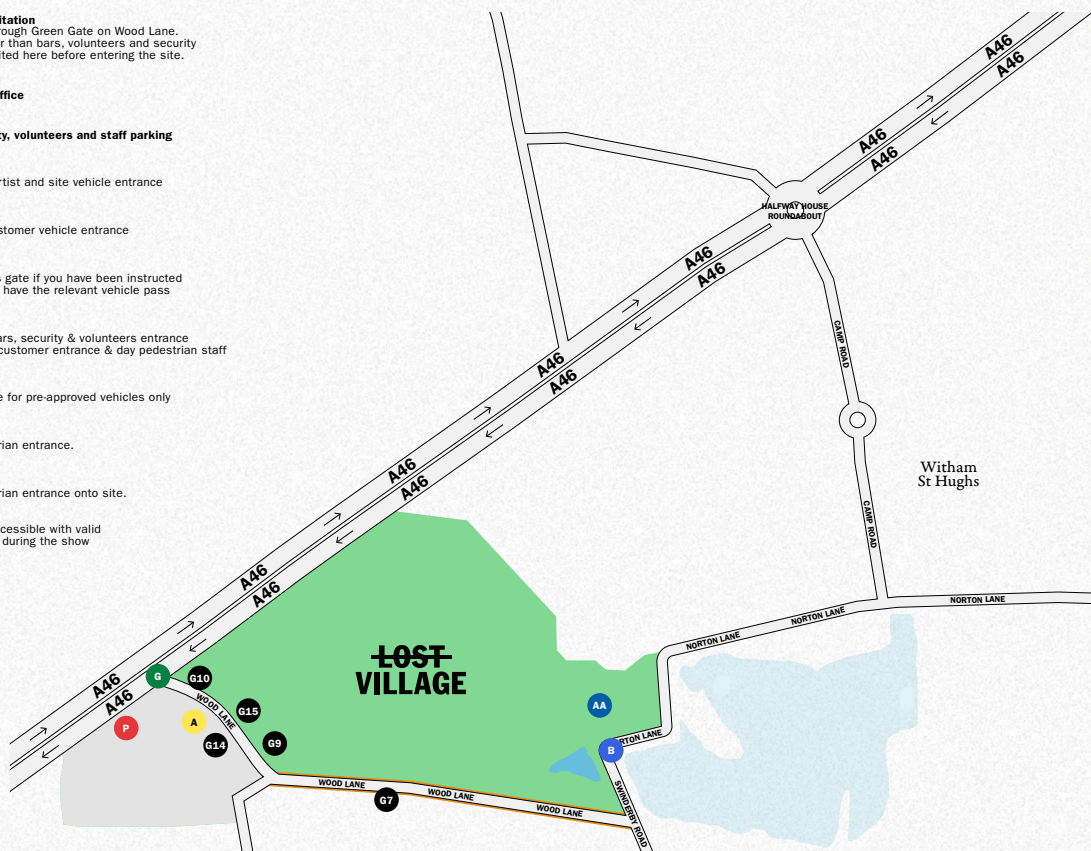
DIRECTIONS (FROM 17TH AUGUST)

If arriving from Monday 17th August, use the postcode LN6 9HN and follow signs for Green Gate / Lost Village / Accreditation. Once you have turned onto Wood Lane from the A46, follow signs for accreditation.

WHAT3WORDS: /// tangible.into.paler

WHAT3WORDS: /// hedgehog.coining.confident

- A** **Staff accreditation**
Accessed through Green Gate on Wood Lane.
All staff other than bars, volunteers and security to be accredited here before entering the site.
- AA** **Artist Box Office**
- P** **Bars, security, volunteers and staff parking**
- B** **Blue Gate**
Deliveries, artist and site vehicle entrance
- G** **Green Gate**
Staff and customer vehicle entrance
- G7** **Gate 7**
Only use this gate if you have been instructed to do so and have the relevant vehicle pass
- G9** **Gate 9**
Pre-event: Bars, security & volunteers entrance
Show: Main customer entrance & day pedestrian staff
- G10** **Gate 10**
Site entrance for pre-approved vehicles only
- G14** **Gate 14**
Staff pedestrian entrance.
- G15** **Gate 15**
Staff pedestrian entrance onto site.
-  Road only accessible with valid vehicle pass during the show



All staff should report to the Accreditation Office to collect their allocated wristband and, if required, a vehicle pass. You will be sent an email with all of your applicable passes which make up one QR code. Please keep your QR somewhere easily accessible on your device. You will need to show this at accreditation to redeem your passes, and in crew catering to redeem your meals.

Please note, you will only be sent your accreditation pass/QR code once you have completed the Health & Safety Induction and answered the questions correctly. If you answer the questions wrong, you will be sent the H&S Induction again to retry the questions. Only after successfully completing this will your pass be released.

Any staff who have a requirement to unload their vehicle / make a delivery onto the Lost Village site must seek approval in advance by their line manager so this can be scheduled.

Access to site is not permitted post 6pm each day. If access is required between 6pm and 8am, please let your manager know who can make other arrangements for your arrival.

DELIVERIES

Please arrange all deliveries with the Site Office

site@lostvillagefestival.com

IF YOUR DELIVERY IS SMALL:

Please use the below address which will take the driver to the Lost Village post cabin which is located by the Artist Box Office, and you will be able to collect.

IF YOUR DELIVERY IS LARGE:

and requires plant to receive the delivery, please let the site office know who can arrange this for you.

Deliveries / Production, Blue Gate, Swinderby Road, LN6 9QF. /// tangible.into.paler

Deliveries contact numbers can be found on Page 18.

VEHICLE PASSES / SHOW PARKING

All vehicles need a pass. Any vehicles found on site without prior authorisation will be removed without notice. Vehicle passes can be collected from the Accreditation Office upon arrival. Please ensure that these are fully completed and clearly displayed.

The Site Management Team reserves the right to move or remove any onsite vehicle at any time.

STAFF PARKING

You should have already submitted your vehicle reg to the festival if you are parking in staff parking.

Staff parking is located near the Staff Accreditation cabin. Once parked up, please use the pedestrian crossing on Wood Lane to enter the site.

SITE VEHICLE

Service vehicles that need access around the site will need to be issued with a Site Vehicle pass. Once the vehicle pass has been collected from accreditation, please go to **Blue Gate** to gain access to the site in the vehicle. These passes must be approved in advance by the Management Team.

STAFF LIVE-IN VEHICLE

Those staff who have a pre-agreed live in vehicle may park their live in vehicle at the Staff Campsite - it's important that you read the guidance on [Page 14](#). You will need to collect your allocated pass from accreditation. Please note no under 18's are allowed on site or in the staff camping areas.

CASHLESS PAYMENTS

Lost Village 2026 is operating as a fully cashless event.
This means all purchases on site are made through your wristband.
No cards or cash are accepted at any point of sale.

1. GETTING SET UP

Download the LV app from the App Store or Google Play and log in.

There are two ways to link your wristband to your account – choose whichever works best for you:

Option 1: Link using your e-ticket (before you arrive)

- You can do this any time before the festival, as soon as you have your e-ticket.
- Open your e-ticket (sent from accreditation@lostvillagefestival.com) and copy the 14-digit ticket number below the QR code
- Open the app and tap 'Wallet'
- Follow the steps to link your ticket and add funds to set up your wallet

Option 2: Link using your wristband (after you've collected it)

- Already picked up your wristband at accreditation? You can link it directly using the 6-digit short tag printed on the reverse of the tag on your wristband.
- Open the app and tap 'Wallet'
- Enter the 6-digit code to link your wristband

2. TOPPING UP

You can top up at any time before or during the festival in three ways:

- Through the LV app
 - By scanning the QR code on your wristband
- At a top-up station located at The Oracle or the Village Market Place

The minimum top-up is £5. There are no fees or charges for using the cashless system.

3. REFUNDS

The window to request a refund will open on Monday 31st August, and will remain open for one month after the festival ends.

FOR TOP UPS MADE VIA THE LV APP

- Any unspent funds after the festival can be refunded with one tap in the app.
- Open your wallet, tap 'Request Refund' and it will be returned to you within 7 working days, but usually it will be much quicker than that.

FOR TOP-UPS NOT MADE VIA THE LV APP

- Keep hold of your wristband as you'll need to add the short tag ID on the reverse of the wristband to initiate a refund. You can also use the 14-digit ticket number below the QR code on your accreditation e-ticket.
- Email cashless@lostvillagefestival.com, a reply email will be received, with a link, to access the refund portal on the web browser
- Initiate refund
- Money will be received onto the card used to top up

Full step-by-step guide and FAQs at: lostvillagefestival.com/cashless

TRADER CREDIT

For 2026, trader vouchers have been replaced with Trader Credit. Trader Credit is issued at £13 per meal and can be used at all food traders* across site, on all food menu items excluding drinks.

**The Palm House and Eating House restaurants are excluded.
We have categorised smoothies at Pozza in Village Market Place as food,
in case you're in need of a healthy drink.*

As all menu items are included, if you wish to purchase any meal above the allocated £13 then you will be able to use your own funds to cover the difference so please ensure you have added funds to your wristband.

All agreed Trader Credit will automatically be added to your staff wristband before the live show days.

Credit does not carry over between days, and any unused credit will expire at the end of the daily windows as below.

TIMEFRAMES ARE AS FOLLOWS:

Thursday Credit

5:00am Thu → 5:00am Fri

Friday Credit

5:00am Fri → 5:00am Sat

Saturday Credit

5:00am Sat → 5:00am Sun

Sunday Credit

5:00am Sun → 5:00am Mon

Monday Credit

5:00am Mon → 14:00 Mon

CATERING

Crew catering will only be provided if it is agreed in advance, as part of your contract, with Lost Village. Catering is allocated to your e-pass and will be scanned at catering. Please report to the Radios & Catering cabin if you are unsure whether you are allocated catering. The catering tent is located back of house, behind the Village Marketplace.
///ethic.conspired.edit

CATERING MEAL TIMES

Build & Break

(Saturday 15th August – Sunday 23rd August /
Monday 31st August – Friday 4th September)

Breakfast 7:30 – 9:30

Lunch 12:30 – 14:00

Dinner 18:00 – 19:30

Production week

(Monday 24th August - Sunday 30th August)

Breakfast 7:30 – 10:00

Lunch 12:30 – 14:30

Dinner 18:00 – 20:00

*subject to change

Scanning into catering will begin on Tuesday 18th August, prior to this, temporary vouchers will be given to you by your line manager.

Lost Village strives to reduce single use materials where possible. We request that all crew and contractors bring their own reusable plates / tupperware and cutlery. We will provide a washing station for them that is regularly cleaned and water replaced*

Guidance – agreenerfestival.com

RADIOS

Radios can be collected from the Radio & Catering cabin, located near crew catering.

NOTE: Only contractors who have requested radios and had them pre-agreed will be issued a radio. Please check with your line manager directly before approaching the radio cabin. Radios are strictly limited so we cannot guarantee extras if these are not pre-arranged. Damaged and lost radios and accessories will be charged for.

RADIO ETIQUETTE

If you are unsure how to use a radio, please ask for instructions when collecting. Remember to maintain a professional manner when using your radio, as well as waiting for a clear channel before to ensure you are not to interrupt another conversation. **DO NOT** swear on the radio and make sure to relay your message clearly and concisely. If you need to have a longer conversation, please use the conversation channel. You will receive a full channel list when you pick up your radio.

LV25 RADIO CHANNEL LISTS

HOW TO CHANGE BETWEEN ZONE: PRESS & HOLD THE ORANGE BUTTON UNTIL YOU HEAR A HIGH OR A LOW PITCH TONE:

ZONE 1: LOW TONE

- | | |
|----|---------------------------------|
| 1 | Event Control |
| 2 | Event Management |
| 3 | Site Management |
| 4 | Medics |
| 5 | Traffic Management / Deliveries |
| 6 | Power / Water |
| 7 | Cleansing / Toilets |
| 8 | Production / Stage Management |
| 9 | Artist Liaison |
| 10 | Internet / EPOS / Noise |
| 11 | Bars Compound 1 |
| 12 | Bars Compound 2 |
| 13 | Rituals Shows / Lifeguards |
| 14 | Fire |
| 15 | Welfare |
| 16 | Emergency Channel |

ZONE 2: HIGH TONE

- | | |
|----|--|
| 1 | Event Control |
| 2 | Event Management |
| 3 | Site Management |
| 4 | Medics |
| 5 | Traffic Management / Deliveries |
| 6 | Accreditation / Accessibility / The Loop |
| 7 | Traders / Restaurants |
| 8 | Campsites / Boutique |
| 9 | Partnerships |
| 10 | The Oracle |
| 11 | Media |
| 12 | Box Office / Gates / Volunteers |
| 13 | Décor / Immersive Team |
| 14 | Fire |
| 15 | Welfare |
| 16 | Emergency Channel |

EVENT CONTROL

Event Control is the control room for the festival and is used for emergencies, health & safety, capacity reporting, action required immediately, security requests, medical requests, traffic and residents.

In addition, it is used for things that need to be logged.

Event Control is contactable 24/7 on **01522 719101**,
or Radio Channel 1.

When you make contact with event control please
ensure you provide the following information:

Name
Role on site
Stage / grid ref / location
Incident / enquiry

IF MEDICAL RELATED

Age
Gender
Conscious / unconscious
Breathing
Issue / injury

WELFARE

If you see anyone looking unwell, whether this is a staff member or a member of the public please do not ignore them, get help or take them to the nearest point of help – it is our responsibility to look after each other, we are a team!

STAFF WELLBEING

Everyone on site is a valued part of the Lost Village family, and your mental health and general wellbeing are hugely important to us. There is a document available on request, that may also be distributed by your head of department that outlines Lost Villages commitment to being a safer place for customers and the whole team. It's called Lost Village: Safe Space and is available by emailing **ben@lostvillagefestival.com**

Lost Village's policy on staff welfare is copied below for ease.

WELFARE POLICY

Lost Village take the prevention of sexual harassment and or assault incredibly seriously, and this extends to the build and break of the event, for every member of the team. We acknowledge that the nature of the environment, type of work, and isolation from the “real world” can create an environment where people behave in ways that they would not in normal circumstances. This is not and never will be an excuse for any behaviours which result in a target experiencing sexual harassment or assault.

In the build and break phase of the event, anyone who has an issue to discuss should contact the staff wellbeing team. In the early build we ask that they contact the operations manager **Sheena Platt** who will discreetly handle the matter. Alternatively, please speak to your line manager / head of department if you feel comfortable.

ACCESSIBILITY

If you, or anyone who is part of your team at Lost Village would like to speak to our accessibility team, please email Gina on accessibility@lostvillagefestival.com who will happily answer any questions which you might have.

EQUALITY & INCLUSIVITY

Lost Village is a place to embrace and celebrate our differences, regardless of gender, ethnicity or sexuality. A place to talk and learn from one another. It is this warm, curious and compassionate mindset that makes the LV community so special.

These rules form the bedrock of a safe, shared and respectful experience. A community and culture we can all be proud of. Please treat Lost Village as if it were your own back garden and everyone in it, as if they were your family.

FIRST AID LOCATIONS

Should you require any first aid on site during the build and break, please contact our build and break medic on radio channel 4, call 07842408733 or speak to the site office. The medic is on site 8am – 8pm from Tues 11th August – Sun 6th September

When the event is live, there are two first aid points within the site. One is located in the arena (open during arena opening hours), and the second is in the campsite (open 24 hours a day).

You can radio for help using channel 1, Event Control.

WATER POINTS AND PLASTIC BOTTLES

As a part of our commitment to sustainability, there will be no access to disposable plastic water bottles. We are aiming to completely eradicate single use plastic.

We recommend that staff use reusable water bottles and join us in our campaign to rid all disposable plastics from UK festivals.

There are a number of water points on site so please help reduce the amount of plastic waste and please refill your bottle. These are located around the campsites and within the arena. Ensure you always take enough water to last your shift. Thanks in advance for your support in this matter.

POWER LINES

There are overhead power lines on site, please familiarise yourself with the locations. The site office will be able to give you a full list of restrictions, which must be followed when you are working near the power lines.

CLOTHING & FOOTWEAR

Please make sure that you bring suitable footwear and clothing to suit all weathers and temperatures. Flip flops, sandals or other open toe footwear is strictly prohibited whilst you are working and in backstage areas. Coats and warm clothing should always be taken when you are working outside or for the evenings if you are working at night. Remember to bring waterproof clothing in case of rain. Please also prepare for warm weather, a hat and sunscreen are essential if you are working outside.

There are no clothes washing facilities so please ensure you bring enough clothing to last the duration of the time onsite.

The ground conditions may be wet so please bring walking boots and wellies.

At times, due to the sandy nature of the land at Lost Village, the site can become dusty during the buildin and break phases, and even more so when the event is live. Whilst we are actively working on a range of mitigations to minimise this dust, it would be sensible to bring a dust mask with you if you are concerned, or have any underlying respiratory issues.

INFO POINT / LOST PROPERTY

The information and lost property point is called The Oracle which is located in the Arena. If The Oracle is closed, please hand any found property to the campsite managers office located at Campsite Services or the welfare tent located in the arena and campsite.

ONSITE ACCOMMODATION & CAMPSITES

There are a number of different on site accommodation types available, if you are unsure which area you are allocated please check with your line manager.

Staff camping is quiet camping for those working. Please respect this or you will be moved out of staff camping.

You can report any excessive noise in staff camping to Event Control via the Lost Village app, or the 24.7 hotline on Page 18.

Please note toilet and shower facilities can be busy at peak times of the day e.g. before and after peak shifts so please allow time for this to make sure you are on time for your shifts.

Contractors and staff are responsible for keeping their area clean, tidy and removing all waste (including unwanted tents) before departure. Camping areas are monitored by event staff. Any contractors/staff identified to have left their areas in an unacceptable condition will be charged for the clear up.

SECURITY & STEWARDING

Showsec, a professional crowd safety and security contractor, has been employed by the event. The perimeter of the event and the build and break phases are looked after by Montane. We ask all crew to respect their reasonable requests and to offer any assistance that may be required. In particular we request that all passes and accreditation are displayed prominently.

DEFINITION OF A 'LIVE IN VEHICLE'

It is a camper-van, a motorhome, a caravan, a trailer tent or a purpose built vehicle with camping facilities and a fixed bed in (this can be converted into a seating area during the day, but has to be fixed). This excludes a van or vehicle with a mattress or temporary bed in the rear.

THIS IS A LIVE IN VEHICLE



THIS IS NOT A LIVE IN VEHICLE



REQUIREMENTS A VEHICLE MUST HAVE TO DEFINE IT AS A 'LIVE IN VEHICLE'

- There must be a door to provide access to the living accommodation.
- A bed, which is an integral part of the living quarters which has a minimum length of 1800 mm or 6 feet. This could be converted at night from seats used for other purposes during the day, but must be permanently fixed within the body of the vehicle.
- There must be a water storage tank or container on or in the vehicle.
- A seating and dining area, permanently attached to the vehicle. The table may be detachable but must have some permanent means of attachment to the vehicle. It's not good enough to have a loose table that's been thrown in.
- There must be a permanently fixed means of storage, a cupboard, locker or wardrobe.
- There must be a permanently fixed cooking facility within the vehicle powered by gas or electricity.
- There must be at least one window on the side of the accommodation.
- It must be fitted with a serviceable carbon monoxide detector.
- And finally Lost Village campsite management will have the final say as to whether your vehicle is a living vehicle or not.

IMPORTANT LOCATIONS

We recommend downloading the **what3words** application onto your phone in preparation for Lost Village. It is an incredibly useful way of finding your way around the site and logging locations with others from your department.

Below is a list of useful locations you can enter into the app:

LOCATION	WHAT3WORDS CODE
GATE 0	///CASES.WILDFIRES.INHERIT
GATE 1	///REMAKING.DEFENDERS.EMPEROR
GATE 2 (BLUE GATE)	///TANGIBLE.INTO.PALER
GATE 3 (BLACK GATE)	///BENDS.EVIDENCE.OBSTRUCT
GATE 7	///WEEDS.KNOWLEDGE.HARMONY
GATE 9A	///POSE.SNOWBALLS.INQUEST
GATE 10	///SHUTTLED.BENCH.RISE
GATE 12	///SEABIRDS.BROADS.SENSITIVE
GATE 13	///ENERGY.RECORDING.UNDERTOOK
GATE 14	///TRAILERS.PIPELINE.MEASURING
GATE 15	///RURAL.JUMBO.CAMPFIRES
CREWTIQUE	///ENABLE.GESTURES.ZAPS
SITE OFFICE	///LEDGE.DISTORTS.DINE
CATERING	///ETHIC.CONSPIRED.EDIT
GA GATE	///CONCLUDED.STARTLES.MODELS
MAIN PUDO	///THRASHED.CHILLED.LIMITLESS
BOX OFFICE	///PRODUCERS.MOUNTAINS.HURT
ACCREDITATION	///HEDGEHOG.COINING.CONFIDENT
BOUTIQUE GATE	///SNUGGLED.MODIFIES.SHARES
CAMPSITE MEDICAL AND WELFARE	///PROMISING.COMPUTERS.GRIT
ARENA MEDICAL AND WELFARE	///NURTURE.FLIGHT.JUBILANT
STAFF & ARTIST CAMP	///EVOKED.SHEDS.SANDS
LIVE-IN VEHICLES	///RESPONDED.SNOWS.CIGAR
ARTIST BOX OFFICE	///JOINTS.SANG.LEOPARD
THE ORACLE	///MAGICALLY.OWES.FROCK
TABLE IN THE WOODS	///GRINS.MIRROR.LEARNING
EATING HOUSE	///THUMBNAIL.HURT.TURNS
THE LAKEHOUSE	///NAMETAG.RICHES.STORMING
PALM HOUSE (BOUTIQUE RESTAURANT AND BAR)	///FOLLOWING.FROZEN.DOCK
HAY BARN	///WRIGGLED.BINS.RULING

STAGES	WHAT3WORDS CODE
BURIAL GROUND	///MATCHBOX.VOCALLY.LINED
THE OLD ZOO	///PROTEST.CLENCHING.BLANKING
JUPITER PARK	///ATTENDING.WALLS.SULK
JUNKYARD	///SAVED.OUTLAWING.OXIDATION
AIRBASE	///BIGGER.REPUTABLE.PERIOD
THE MOONDIAL	///TONIGHT.RESTRICTION.SCRATCHES
THE BOATYARD	///LIME.SHOWDOWN.FROWN
OUTPOST	///DOCUMENTS.GOWN.ANIMATOR
CLUB LORENZO	///JAUNTS.INSOLVENT.CARAVAN
LOST THEATRE	///HEIGHTENS.AROSE.BERATED
CURIOUS MINDS	///SURFACE.BARMAID.SCORCHED

ACCREDITATION OFFICE OPENING/CLOSING TIMES

Mon 17th – Sun 23rd August: 08:00 – 18:00
Mon 24th – Fri 28th August: 08:00 – 20:00
Sat 29th – Sun 30th August: 09:00 – 19:00
Mon 31st August: 08:00 - 13:00*

You **MUST** arrive within the above opening hours. If you arrive outside of these times, you will not be able to access the site until the following morning. Please factor this into your travel plans where relevant.

If for any reason you cannot arrive within these times, please ensure you make special arrangements with your line manager/accreditation team.

If your arrival onto site is prior to Monday 17th August, please head straight to the Site Office to sign in.

*Please note due to egress road closures, Staff Accreditation will move to the Artist Box Office on Mon 31st August.

ACCREDITATION TEAM

Courtney Roberts – Accreditation Manager
Charlotte Roberts – Accreditation Assistant
accreditation@lostvillagefestival.com

LEAVING THE FESTIVAL

The festival may finish for customers on Monday, but the work does not end on site. Please do your bit to help make the break a smoother process.

Staff must sign in any equipment, furniture, radios, keys and ensure that working spaces are left tidy with any rubbish organised in appropriate bins provided.

Please inform the Site Office if there are any collections relating to your departments and ensure that they have all relevant details.

Please ensure that you respect our neighbours of the festival when leaving the site.

THE SITE - YOUR RESPONSIBILITY

Our site is ecologically diverse with woodlands, a lake and lots of grassland. It is incumbent on all of us to ensure we leave it as we find it. Please be mindful at all times that this is not a public park - it is a privately owned and well-maintained space that we are all responsible for protecting. Litter is absolutely unacceptable and will not be tolerated on site.

Lots of the site includes areas where private housing is located and many people live in the immediate vicinity. Please act respectfully around these areas and treat the woods as you would your own garden.

THE LOCAL AREA - YOUR RESPONSIBILITY

Our site is in a rural location, where everyone knows everyone and we are being watched. We ask that you help us to protect the good reputation of our event built up over the last 8 years by being polite, and behaving with respect when in the local shops and using the local roads. Whether wearing uniform or not - how you behave reflects on the whole team.

FESTIVAL CONTACTS

Event Control 24/7 Hotline: 01522 719101

Site Office: 01522 215934

Deliveries before 15th August: 07840 262580

Deliveries from 15th August: 01522 215934

A full contact list of all suppliers and the management team will be available upon request. If you need to get in touch with someone, please speak to your line manager.



SITE RULES

The Lost Village. It's Different

Firstly, apologies for the direct language of the below. We've had a few incidents in the past and so we felt it best to keep the language super clear so you can help cascade this to your teams. That said, the importance of what we're asking here is paramount.

We appreciate lots of you work on lots of festivals – and the repetition can create habits, but the Lost Village site is different to 99% of sites you will work on and we need you and your teams to conduct yourself as such.

Our site comprises three different land owners, each who live on site. The site is not owned by a big corporation, it's owned by three brilliant people who enable us to bring Lost Village to life. You're in their back garden!

The main body of the site is a thriving, year-round holiday destination and forms part of the wider site.

The surrounding natural habitat is a huge part of the local community. Please help us keep it clean and preserved. **Don't leave anything but your footprints behind.** If you can't find a bin in the moment, take it with you. Please don't make unnecessary noise and please do not do anything to alter any of the natural habitat unless specifically directed.

There is no access via Gate 0 (the Oakhill booking in office) to any teams, unless authorised by one of the festival's management team or Event Control. The wardens are based there to help paying Oakhill customers, they are not there to assist us or our teams in any way. Please be mindful of the way in which you interact with them.

SUMMARY

1. Please respect our land owners, you're on their private property, in their back garden and they're all real people not corporations or Local Authorities
2. Respect the fact you're operating around an existing business.
3. Respect nature – tread lightly, be quiet and don't litter.
4. Help us solidify this mindset across site by ensuring your teams understand these rules. It's really important we get this right.

SITE RULES

We do not allow anyone under the age of 18 on site.

PHOTOGRAPHY & SOCIAL MEDIA

Sharing photos of the build and break phases of Lost Village on social media is forbidden. This is in main, for security reasons - but we also don't want to ruin the magic and surprise for the villagers who are attending. It's really important that we don't share any images on socials, and ideally, not even on WhatsApp groups.

PROHIBITED ITEMS

- Glass in any form.
- Fireworks, flares, or explosives.
- Bottled gas, except where part of a certified installation.
- Any items which may reasonably be considered for use as a weapon.
- Illegal or controlled substances (including psychoactive substances).
- A full list of prohibited items can be found at lostvillagefestival.com/information.

SIGN OFFS

We require all completed installations to be signed off as fit for purpose by the contractor responsible for the build. All relevant documentation **MUST** be sent to edward@harriersafety.com

FIRE SAFETY

Fire is a serious risk at festivals and you must take all steps necessary to ensure that your equipment is safe for use on site. In particular, all décor items and fabrics should be flameproofed, and all electrical equipment should be tested and maintained in accordance with current regulations and manufacturers' recommendations.

You should provide appropriate, fully-tested fire extinguishers if your RAMS require them.

There are clearly signed fire points located throughout the site. If you discover a fire, please notify the Site Office immediately.

SITE RULES

EXCLUSION ZONES/CONTROLLED AREAS

Contractors should liaise with the Site Manager to put in place and manage safe working areas. If required, systems to exclude others from areas with ongoing hazardous activities – e.g., overhead work should be put in place. All crew are required to comply with any requirements for additional PPE within controlled areas.

DRUGS AND ALCOHOL

- You must arrive in a fit state for work.
- Any person found to be under the influence of drugs or alcohol will be asked to stop work, and may be evicted from site.
- Do not consume any alcohol whilst working, including at lunch or dinner times.
- As is becoming more common within the industry, all staff may be subject to a breathaliser test at any time that they are working, especially whilst using machinery and/or vehicles, to ensure the safety of their colleagues and in line with our event safety plan.
- Any persons found to be in the possession of, or using illegal drugs or legal highs will be removed from site and could be reported to the police.

Key Contact

Thank you for reading our handbook.

Event Control 24/7 hotline
01522 719101

For full information please visit
lostvillagefestival.com

**LOST
VILLAGE**