

Here are action items that you can implement at events to ensure safety for everyone (brainstormed by Sparx & Kaila Mullady, edited by Rayo & Rose):

Plan security with women, gender minorities as well as other LGBTQ+ identities safety in mind. Consider if your international event is taking place in a country that restricts or bans certain gender, sexual, religious or ethnic minorities.

Clearly communicate safety measures

- Visible signage and verbal reminders. Visible code of conduct that all participants must sign before attending and ticket holders must sign upon purchase.

Provide a visible way for attendees to report onsite behaviour they are not comfortable with.

- Visible contact number at events (by the bar, in bathrooms, at the entrance with door people, on the walls events) that people can contact if they feel unsafe. Share posts online that clearly detail who to talk to in case of emergency.

Visible system of volunteers

- Volunteers at events that people can approach if they feel unsafe. This could be volunteers in a specific coloured t-shirt, wearing glowing bracelets / necklaces etc.
- Have a designated volunteer booth or table that is easily accessible. Have event hosts speak about the designated safety area multiple times throughout the event. At least one safety volunteer must be stationed at the designated safety area at all times.
- Make sure that volunteers have a clear way to communicate with each other (group chat, walkies) so that they can give warnings of undesired behaviour, attendees to watch over, etc.
- Look out for those who are most at risk. Drunk people and minors should know there is water available and systems in place for their safety.
- Identify problematic people early on. Let them know that you've seen them. When they know they've been seen it makes it less likely that they will cause problems later on. Use best practices in de escalation to provide warnings. This may differ across cultures.
- Diverse volunteer and security teams are essential. Women security and/or volunteers can provide a sense of security for women and gender minorities that they are in a safe environment.

Safety measures don't stop when the event is over.

- For events taking place over a number of days where accommodations are suggested, these volunteers need to have a 24/7 system and measures to ensure there are also safe people staying at the suggested hotel for events. People staying at suggested accommodations need to know where they can go if they need help. Keep in mind many incidents occur after the event has taken place at after parties or at the hotels. This is also the responsibility of event organizers to consider safety measures.
- Night patrol, get home safe programs
- Follow up with attendees after the event (perhaps a google form) with any suggestions to improve and to report anything that was unsafe at the event.

On-site reminders about safety.

- Have a meeting with Judges, Performers, Staff and Competitors before the event starts to go over rules and community guidelines.
- Have event hosts speak at the beginning, middle and end of the night on safety and if you see something, say something. Remind attendees that you will be banned if there is any misconduct. Debrief with participants (judges, battlers, performers) prior to events to ensure that participants are aware of code of conduct and consequences if they don't adhere to them

Involve and consult local organizations

- Consult people outside of the community who specialize in sexual harassment and event safety. It's strongly recommended that all event organizers attend a certified training course and have a relationship with a local organization that can support any survivors and navigate difficult conversations. It is also strongly recommended that there is at least 1 staff trained in de-escalation to solve and react to any dangerous situations.

Be consistent with consequences.

- Outline your safety protocols and consequences before the event so everyone is aware of what they are agreeing to.
- Regardless of someone's status within the community, be consistent and follow through on consequences.

Minors at events should be accompanied by someone over the country's respective legal age (+18)

- For all ages events, consider how families and women are attending. Consider a family area should there be young children and/or parents that need to be in a safer area with their children. This can also be an area where women can feel safe breastfeeding.

Outdoor Events should be well-lit, especially in essential areas like the bathrooms or the exit. There should be well-lit pathways at night time until all attendees have left. Security should be strategically located in areas that could be secluded and dangerous.

Crowd Flow:

- Mosh pits: if there is a chance that mosh pits take place, the host can provide a warning in advance and allow guests a chance to move to the outskirts of the crowd before the potential mosh pit. These are not easy to prevent and so it's better to provide guests with a heads up that they may occur should they want to move to a safer area.
- One way flows separated with barriers to provide adequate personal space. Follow all Fire safety and event safety guidelines.

Strategic Security Placement

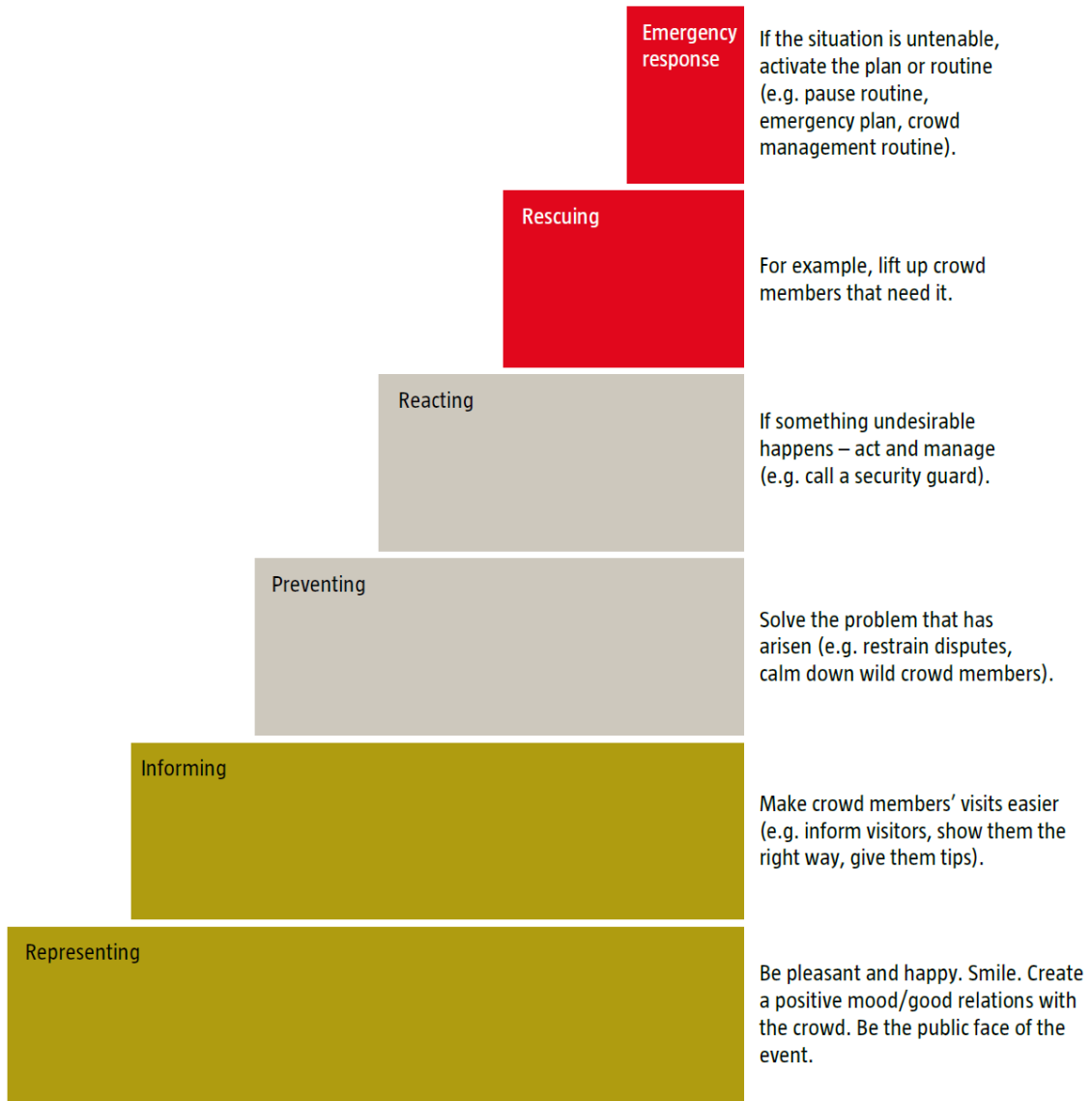
- Have designated security personnel located in high risk areas, such as Bathrooms, Coat rooms, Green Rooms. Any area where someone could be violated.
- Having a designated security personnel located by the Bar to watch out for suspicious drug related events.

Security Checks

- Have security check judges, performers, competitors and audience for drugs, alcohol or any dangerous paraphernalia.

Emergency Response

- Have a plan for when to pause the event for emergencies and how that will be announced.



Source:
msb.se/siteassets/dokument/publikationer/english-publications/event-safety-guide.pdf