

2024 YOUTH ON RECORD ANNUAL BLOCK PARTY

SAFETY PLAN SHORT SHEET

EMERGENCY FIRST STEPS

Channel 1	Police / EMS / Security
Channel 2	Event Coordinator/ All event communication
Channel 3	Longer convos

THIS IS FOR Y.O.R STAFF / VOLUNTEERS ONLY

Use CHANNEL 1 for emergencies only. – **DO NOT CALL 911**

If a problem arises that could impact the safety or security of the event, notify the Emergency Response Team immediately on **CHANNEL 1** on your radio. **DO NOT CALL 911**. Police are monitoring event communications and will dispatch officers as needed to the event when notified via radio.

REMEMBER KEEP CALM

- **Keep Calm & Keep Safe** – Keep your safety at highest regard; do not become part of the emergency.
- **Keep People Away** – Keep people away from any immediate danger
- **Keep Track of People** – Keep track of people who are involved in the incident or witness to the situation.
- **Keep Helping** – Keep helping and follow emergency personnel's directions. In the event of:
 - A small fire – Use the proper fire extinguisher after summoning help.
 - An injured person – Reach out to the Event Coordinator / Event Director. Keep the person quiet and comfortable. Do not move an injured person unless their safety is at immediate risk.
 - Violence, threats, robbery or other criminal activity – Keep safe; do not provoke the individual. Notice as many details as possible. Use common sense and get to safety.

- In the event of an explosion or evacuation of the event, Youth on Record staff should calmly get themselves to safety and as soon as possible call 911.

Trust your gut. If something doesn't feel right – go to CHANNEL 1 and ask for assistance. Most often our intuition is right. It's better to be overly cautious than to wish we had said something sooner.

PROHIBITED ITEMS

- Marijuana and drugs without a prescription
- Coolers (hard sided and soft sided)
- Weapons or items construed as weapons (including, but not limited to: firearms, knives of all sizes, sharp-edged objects, mace and pepper spray, tasers, props/toys)
- Bullhorns or noisemakers
- Selfie Sticks
- Confetti, glitter and other items that can be thrown
- Commercial signage
- Remote control flying devices or UAVs (unmanned aerial vehicles)
- Only factory-sealed, non-alcoholic beverages allowed in the event. No glass containers
- Youth on Record and Security will not store prohibited items. The patron may choose to dispose of the item, not enter the event, or return when their prohibited item has been stored offsite.
- If a person attempts to enter the festival with a prohibited item that poses a potential significant security risk (ex: machete, gun, gallon of gasoline,) YOR Staff will alert DPD to potential threat in order to maintain event safety.

THINGS TO WATCH FOR

Unattended packages / containers / briefcases, etc.

- People sprinkling “powder”
- Armed persons
- Intoxicated or “mind-altered” persons (especially minors)
- Any type of conflict or disturbance (arguments, fights, etc.)
- NOTE: This type of disturbance could be a distraction for something else to occur.
- Theft (merchandise, purse-snatching, pick-pockets, etc.)
- People whose behavior changes when they see you. Examples might include; nervousness, nervous glancing or other signs of mental disturbance, being ill-at-ease, excessive sweating or “tunnel vision”
- Attempts to conceal the face by turning away when someone approaches (e.g. rapidly turning away and pretending to be doing something)
- Hiding in shadows or behind objects in an apparent attempt to keep from being clearly seen

- Being evasive when asked a direct question; attempts to change the subject

Medical Needs, Lost Items, Lost People...you can radio for assistance and /or direct people to Youth on Record's Event Coordinator: Jesus Rodriguez Channel 2

Medical Plan

Medical Support Overview

Mandatory Components

Event Coordinator:

- Coordinates emergency communications from a central command post, utilizing radios for efficient staff liaison.

CPR, AED, and First Aid:

- Ensure AED devices are available and accessible at the event area.
- Have 2 First Aid Kits available and accessible.

Denver Police Presence:

- Engage with Denver police officers for emergency response and event security.
- Action: Coordinate with local law enforcement for their presence and support during the event.

Provisions Without On-Site BLS

Given the absence of on-site BLS:

- First Aid Response by Trained Staff:
 - Utilize trained staff for initial medical response, equipped with first aid knowledge.
 - Action: Identify and brief trained individuals on emergency protocols.

Health & Safety Protocols

- Monitoring and Surveillance:
 - Implement a monitoring system to identify potential health risks or medical needs quickly.
 - Action: Deploy event staff and volunteers for regular patrols, equipped with radios to report concerns immediately.

Communication

- Continuous Communication:
 - Ensure ongoing communication among event staff, volunteers, medical personnel, and law enforcement.
 - Action: Utilize designated radio channels for efficient communication during the event.

RAIN DELAY

You will receive directions from the Event Director on any inclement weather. They will indicate we are delaying outdoor stages due to rain / hail / lightning – and provide you with messaging to send people to indoor spaces for cover. We will communicate when it is safe to resume music outside. A pen will be included in your packet so you can take notes on the message to be shared.

EVACUATION OF FESTIVAL

You will receive messaging from the Event Director we are evacuating the festival. You will grab your emergency announcement message sheet – included in this packet and read this message for as long as it is safe to do so.

Evacuation Protocol:

In the event of an emergency requiring evacuation of the premises, these are the designated evacuation routes to ensure the safety of all attendees. For the 2024 Youth on Record Annual Block Party, the following evacuation routes are designated:

- 1. 10th and Osage:** Attendees located in the vicinity of 10th and Osage should proceed to this intersection for evacuation. Staff and volunteers stationed nearby should direct attendees to this location and assist with the evacuation process.
- 2. 10th and Mariposa:** Attendees in the area around 10th and Mariposa should use this intersection as an evacuation point. Staff and volunteers in this area should guide attendees to safety and ensure orderly evacuation.
- 3. 10th & Navajo:** This intersection serves as another evacuation point for attendees located nearby. Staff and volunteers stationed at or near 10th & Navajo should facilitate the evacuation process and provide assistance as needed.
- 4. Navajo and 11th:** Attendees in the vicinity of Navajo and 11th should proceed to this intersection for evacuation. Staff and volunteers in this area should direct attendees to safety and coordinate with emergency responders as necessary.

Upon reaching the designated evacuation points, attendees should follow instructions from event staff, emergency responders, and law enforcement personnel to ensure a swift and orderly evacuation. It is imperative for staff and volunteers to remain calm, provide clear directions, and prioritize the safety of all attendees throughout the evacuation process.

Emergency Vehicle Access:

In the event that emergency vehicles, such as paramedics, police or fire trucks, need to enter the event area for medical assistance or other emergency response purposes, it is crucial to ensure unimpeded access. To facilitate the prompt entry of emergency vehicles, the following protocol will be implemented:

Barricade Movement: Staff and volunteers stationed at the designated evacuation points (10th and Osage, 10th and Mariposa, 10th & Navajo, and Navajo and 11th) will be responsible for monitoring the approach of emergency vehicles.

Immediate Action: Upon sighting an approaching emergency vehicle requiring access to the event area, staff and volunteers will swiftly move barricades at the intersections listed above to create a clear path for the emergency vehicle to enter.

Coordination with Emergency Responders: Staff and volunteers will communicate with emergency responders to guide them to the most accessible entry point based on the event layout and current circumstances.

Maintaining Order: While facilitating the entry of emergency vehicles, staff and volunteers will prioritize maintaining order and ensuring the safety of attendees. Clear communication and cooperation among all parties involved will be essential to achieve this goal.

Re-establishing Barricades: Once the emergency vehicle has entered the event area and the situation has been addressed, staff and volunteers will promptly re-establish barricades at the designated intersections to maintain the integrity of the evacuation routes.

HOW TO HANDLE CONFRONTATIONS

Staff and Volunteers have a responsibility to deescalate confrontations or report incidents. Do NOT take confrontations personally or escalate them. Contract security and Denver Police Department have the responsibility to handle confrontations. If need be, step away and monitor from a distance.

- Hands-on confrontation is not an option, nor is physical violence. Do not tell an individual “You can’t...”; instead we suggest saying “It seems as if...” and go from there.
- Ask clarifying questions such as “Help me understand. What did you see? What happened?” Don’t assume you know what happened.
- If you cannot negotiate a problem to resolution, call for assistance.
- For customer service issues or Youth on Record block party enforcement, seek assistance from a YOR staff member or from the Event Coordinator.
- For unruly or disruptive guests, call the Event Director
- Denver Police Department is available on site to assist with any dangerous, disruptive or other questionable behavior that requires law enforcement back up or requires an emergency response.
- Know the location of first aid; DPD is monitoring CHANNEL 1 and is available to respond to emergency medical situations. Know your location on the block party footprint.
- In case of an incident, be sure you can identify the person(s) involved. Note their clothes, appearance, height, weight and other identifying characteristics.

- Make eye contact at all times. This comes across as confidence and concern. A person who knows they are doing something inappropriate will usually back off from a direct look and a knowing smile.
- Always leave a person with a way out with dignity.

For back-up when dealing with a suspicious person:

- Identify yourself and your location. Say “Wilson” needs assistance here immediately.”
- “Wilson” is the festival’s code word for an unwanted person who is causing trouble or is otherwise suspicious. Festival personnel and volunteers will immediately know that this is a potentially dangerous situation.
- Approach with caution. Summon law enforcement as necessary.
- If a dangerous situation arises, advise the event security / staff to initiate opening the barricades / gates in preparation for an evacuation.

ALCOHOL AND DRUG POLICY STATEMENT

Staff, contractors and volunteers are not allowed to consume alcohol while on duty at the Youth on Record Block Party.

- Any staff, contractor or volunteer who is intoxicated while serving in an official capacity for the event will not be allowed to continue.
- Volunteers may not consume or be under the influence of alcohol, marijuana (smoke or edible), or other illegal drugs while wearing a volunteer T-shirt, or any other credentials associated with the Youth on Record Block Party.
 - Volunteers may join the event after their volunteer shift is concluded. If a volunteer leaves their shift to enjoy the Block Party, they must remove their volunteer T-shirt and any other credentials they have.
- City and State law prohibits smoking marijuana in public places.