



HEATHFIELD & DISTRICT BONFIRE SOCIETY

H.D.B.S. MEMBERSHIP RULES

WARNING: Bonfire and Firework activities can be dangerous. In joining the Society, members accept total responsibility for their own safety and the safety of those who may be in their care or guardianship. At all Society events members undertake to:

- i) Follow relevant instructions of all officials and leaders, whether formally or temporarily appointed.
- ii) Behave in an appropriate manner to promote safe enjoyment of the event by themselves and those around them.
- iii) Observe any advice issued from time to time on rank discipline.
- iv) Not to allow their conduct to become irresponsible through intoxication of any kind.

The use of Personal Protection Equipment (PPE) is at the discretion of individuals, although it is the strong recommendation of the Society that it should be used by everybody. PPE may include, but is not necessarily confined to, eye and ear protectors, gloves, hair containment and use of flame-retardants on clothing.

1. MEMBERSHIP:

1.1 Valid membership entitles a member to;

1.1.1 Wear HDBS costume and represent HDBS at Heathfield & District Bonfire Society's Bonfire Night. At the discretion of the committee a member may also represent the Society at pre-agreed out-meetings and events during the bonfire season.

1.1.2 Voting rights when attending General Meetings.

1.2 The Society has an equal opportunities policy and membership is open to anyone regardless of age, gender, ethnicity, sexual orientation, disability or religious or political belief. However, all applications for membership are subject to approval by the committee, which may reject applications which it considers are not in the best interests of the Society. (Grounds for refusal include previous refusal by another Society or previous expulsion by HDBS).

1.3 For new applications subscriptions must be paid at the time of application. They will be refunded if the application is refused. All membership fees must be paid in advance of taking part in any out-meetings that HDBS is invited to. The Membership Secretary retains the right to refuse membership requests on the night.

1.4 Membership is for twelve months from 1st January to 31st December. The renewal date will be publicised in advance by email, letter or newsletter. Membership will cease if the annual subscription has not been paid by 31st January.

1.5 Members must always display a valid membership badge when representing HDBS. Badges will be issued each year when subscriptions have been paid.

1.6 Subscription rates will be reviewed annually by the committee and advised to members when renewal is due. Membership is for Adult Members (Members) who are 18 years or older or Junior Members (Juniors) who are 17 years old or under. Junior Membership applications must be signed by one or two Nominated Responsible Adult/s who are also Members.

1.7 These rules must be made available when paying for membership and will be delivered by e-mail (or hard copy if agreed with the Secretary) after membership has been agreed.

1.8 Taking out membership infers that these rules have been read and agreed by the prospective member.

1.9 Membership may be terminated, suspended or refused at any time at the discretion of the committee if rules are found to have been broken or actions of a member or potential member bring the Society into disrepute. Upon membership termination, membership fees will not be refunded.

1.10 Members are firmly encouraged to assist in the fundraising, preparation and running of HDBS. Members may stand for or be co-opted onto the committee. Contact the secretary to find out more.

2. GENERAL CONDUCT:

2.1 Members must follow all instructions from the HDBS committee and from any appointed marshals, delegates, hosting societies or members of the emergency services when representing HDBS at out-meetings or HDBS's own events.

2.2 If no committee member is available to attend an out-meeting, a member delegated by the committee shall assume the authority and responsibility of a committee member to ensure our rules and values are upheld.

2.3 Members must follow the rules, requests and instructions of the host society at out-meetings at all times. They should be aware that rules and procedures may be different to those of HDBS. Any particulars of the evening received by HDBS will be made available to members before the out-meeting.

2.4 Respectful and orderly conduct is required at all events. Drunken behaviour or use of illegal substances will result in expulsion from the procession and subsequently from HDBS.

USE OF ILLEGAL SUBSTANCES WILL NOT BE TOLERATED. OFFENDERS WILL BE EXPELLED FROM HDBS WITH IMMEDIATE EFFECT.

2.5 Reckless, dangerous or criminal behaviour by Members will not be tolerated and will result in expulsion from the Society.

3. JUNIOR MEMBERS:

3.1 At least one Nominated Responsible Adult must accompany a Junior Member at all events.

3.2 Nominated Responsible Adults assume all responsibility for the conduct of their Junior Members and must not allow their care and judgement to be diminished by intoxication of any kind.

3.3 Junior Members must parade at the front of their respective section in the procession. Their Nominated Responsible Adults must be alongside or in the rank behind.

3.4 All participants in processions must be in approved dress as detailed below. If there is no Nominated Responsible Adult or the Nominated Responsible Adult is not in costume, both will be unable to take part in the procession.

3.5 No under-18 may be in possession of fireworks or alcohol.

3.6 Junior Members carrying a lit torch must do so under the STRICT CONTROL & SUPERVISION of their Nominated Responsible Adult. The Nominated Responsible Adult assumes ALL RESPONSIBILITY.

3.7 Should a Junior Member turn 18 within their membership year, they will adhere to the adult rules. No Nominated Responsible Adult is required, and no increase in subscription will be required until membership renewal.

4. HDBS PHOTOGRAPHY POLICY:

Photographs must be used in a reasonable way. Society members need to be aware of potential child protection issues. Some risks that could be associated with photographing children and young people include:

- Identification of children when a photograph is accompanied by personal information.
- Taking of inappropriate photographs or recorded images of children.
- Inappropriate use, adaptation or copying of images.
- Risk posed directly and indirectly to children and young people through the use of photographs on websites and other publications when they are accompanied by personal information.

Children and young people should be made aware of the dangers that can arise from people taking photos or filming them.

At HDBS we are aware of the potential risks and dangers and put appropriate measures in place, to minimise risk by following the guidelines detailed by the Information Commissioner's Office and the Data Protection Act.

Where taking of inappropriate photographs or recorded images of children occurs or inappropriate use, adaptation or copying of images takes place, HDBS will contact the Local Safeguarding Unit and /or police.

This policy applies to the use of photographs and film and reflects the consensus of the committee of HDBS. Its implementation is the responsibility of all members.

HDBS Photograph Policy – Version 1 – May 2018 – Data Protection Act (DPA)

Photographs and video images of Junior Members and Members are classed as personal data under the terms of the Data Protection Act.

PHOTOS TAKEN AT HDBS EVENTS BY FAMILY MEMBERS PURELY FOR PERSONAL OR RECREATIONAL USE, WITH MOBILE PHONES, DIGITAL CAMERAS, OR CAMCORDERS ARE EXEMPT FROM THE DPA (section 36).

Examples;

- A parent takes a photograph of their child and some friends taking part in HDBS Events to be put in the family photo album. These images are for personal use and the DPA does not apply.
- Friends and relatives may wish to video it. These images are for personal use and the DPA does not apply.

HOWEVER, IF THESE PHOTOS WERE TO APPEAR ON SOCIAL MEDIA SUCH AS FACEBOOK, TWITTER, INSTAGRAM, SNAPCHAT ETC THEY WILL NOT BE UNDER THE DPA (SECTION 36) EXEMPTION AND MAY BE BREACHES OF THE DATA PROTECTION ACT.

BREACHES OF THE DATA PROTECTION ACT ARE TAKEN SERIOUSLY AND CAN RESULT IN PENALTY NOTICE AND PROSECUTIONS.

The Children Act 1989 states that:

NO PERSON SHALL PUBLISH [TO THE PUBLIC AT LARGE OR ANY SECTION OF THE PUBLIC] ANY MATERIAL WHICH IS INTENDED, OR LIKELY, TO IDENTIFY.

ANY PERSON WHO CONTRAVENES THIS SECTION SHALL BE GUILTY OF AN OFFENCE AND LIABLE.

5. FIREWORKS:

5.1 It is a criminal offence to discharge fireworks on the public highway: HDBS ACCEPTS NO RESPONSIBILITY FOR IT'S MEMBERS WHO ARE CAUGHT DOING SO.

5.2 Where fireworks are permitted at the fire site by the host Society, there are to be no home-made or any other illegal fireworks not permitted for sale in the UK.

5.3 The use of flares, boom boxes and any fireworks are at the total discretion of the host Society in accordance with their rules and requests.

5.4 The firework area at the fire-site is OFF-LIMITS to all members at any display.

6. PROCESSION:

6.1 When representing HDBS, members may only parade with HDBS itself or with the hosting Society after prior arrangement with the hosts by the Committee.

6.2 The order of HDBS procession shall be: Band, Scouts/Brownies etc., banner, first pioneers, second pioneers and smugglers.

6.3 Members must process in orderly ranks of three across the whole road. Repeatedly ignored requests to process in this fashion will result in expulsion from the procession.

6.4 Participants must respect any remembrance services or unique traditions of host Societies or HDBS, particularly the removal of head-wear as a sign of respect.

7. TORCHES:

7.1 Age restrictions on the use of torches is at the discretion of the host Society and their insurance policy.

7.2 Do not light torches until requested to do so by the appointed HDBS member or hosts Society.

7.3 Used torches must be discarded sensibly, away from large groups of people or parked cars. Participants must avoid making small bonfires by piling up torches. Dousing stations and/or collection barrels should be used wherever possible. Do not allow members of the public to obtain torches.

8. DRESS:

8.1 Members must be dressed in costume authorised by the Society when representing HDBS at a Society event or an out-meeting when required. Members may be expelled from the procession if they are not wearing approved costume. It is a matter of pride for the Society and the tradition of bonfire.

8.2 All costumes should be made from non-flammable material and be adequately fire-proofed. This is of the utmost importance and is the responsibility of every HDBS Member and Nominated Responsible Adult of a Junior.

8.3 Sturdy footwear such as walking boots is encouraged.

8.4 First pioneers are Day of the Dead.

8.5 The Smugglers costume consists of a black, green and white hooped knitted jumper (NOT rugby shirt), white cotton trousers or jeans (NO other colour) and a red spotted scarf with optional red hat.

8.6 Nominated Responsible Adults must also be in costume or neither they nor their Junior Member can process.

8.7 All members must adhere to costume requirements which will be published periodically in the HDBS newsletters/emails and clarified when membership is agreed.

8.8 The Committee reserves the right to ban inappropriate dress and stop over-filling one type of costume.

9. PERSONAL PROTECTIVE EQUIPMENT:

Please note you will be carrying or close to burning torches. You may be close to firecrackers.

9.1 All outer wear must be treated with fire retardant. This is non-negotiable, as the risk of a person catching fire is completely unacceptable.

There is a small risk of sparks landing in your hair or eyes. We recommend that you use a hat (treated with fire retardant) to minimise exposed hair. And we recommend that you wear suitable glasses – either your own prescription glasses or comfortable safety glasses. Safety glasses are widely available for a few pounds per pair. Glasses can usefully be disguised underneath a black eye mask (again, treated with fire retardant). Or, you might favour eye-mask shaped glasses.

To protect your hands from fire particles and from the cold, we recommend suede or leather gauntlets. These are widely available for £5 - £10 per pair. Do not use synthetic leather because it melts when it burns.

Finally, being close to firecrackers may expose you to bursts of noise that are painful or even harmful. We recommend the use of ear plugs designed for shooters, which block loud noise but have almost no effect on conversation. These are available for as little as £10 per pair, but usually nearer £20. (If you keep them clean, the earplugs should last for several years). Names include Surefire, Acu Life, 3M Combat, Beretta, Pluggerz, Proguard, SportEAR.

10. SANCTIONS & AMENDMENTS:

10.1 Anyone found to be contravening these rules or bringing the Society into disrepute can expect to have their membership suspended, terminated or refused membership renewal at the discretion of the committee; or in serious cases, be immediately expelled from the Society.

10.2 Anyone found bringing the Society into disrepute through disorderly conduct or illegal behaviour can expect to have their name passed on to the Sussex Bonfire Council and/or the police.

10.3 The Committee has the final say on any dispute regarding a member and the Society.

10.4 The rules are subject to change at any time by the Committee. New rules will be publicised to members and advertised in a newsletter/email.

By following these rules, the Society aims to ensure safe and enjoyable Bonfire celebrations for future generations. Breaking these rules jeopardises everyone's pleasure and Sussex Bonfire as a whole.

DISCLAIMER:

Following these rules can help reduce (but not eliminate) the risk of injury at bonfire celebrations. They are made available to members to reduce that risk and must be agreed by Members upon taking out membership.

HDBS must stress that all participation is entirely at participant's own risk and that it cannot be held responsible for any injury, loss or damage sustained while celebrating Bonfire.