

Enquiries to:  
East of England Showground,  
Alwalton, Peterborough, PE2 6XE  
TEL: 01733 363514  
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## KIDS COUNTRY - FOOD AND FARMING DAY – 1 July 2022

### Educators Booking Form

Information on this form may be used for event programme publicity, on the website and in teachers' packs

All correspondence will be sent to the following address:

Contact Name:..... Company Name:.....

Address:.....

..... Postcode:.....

Telephone (landline/mobile)..... Email:.....

Website:..... Number of company personnel attending event.....

**EACH EDUCATOR MUST SUPPLY THEIR OWN RISK ASSESSMENT, TO BE RETURNED WITH THIS BOOKING FORM**

And/or be in a position to produce a copy of this to us on the day.

Please give a brief description of your proposed workshop or demonstration:

**EDUCATOR SPACE AND FURNITURE (please select amount of space required and number of chairs):**

THERE IS NO CHARGE FOR THIS SPACE

3m x 3m (1 table)

4m x 3m (2 tables)

6m x 3m (3 tables)

Chairs

Other (please specify the size of space required)

.....

**ELECTRICITY: (Please only request essential electric as we have to pay for every connection) THERE IS NO CHARGE**

(Please state your requirements)

**OTHER REQUESTS: (please indicate the number required)**

ANIMAL PENS –

Pig Pen

Cattle Pen

Sheep/Goat Pen

Other (Please state)

I/We understand that I/We are responsible for the safety for my/our own stand and risks it may pose to other persons within its allocated space or immediate surrounding areas. I/We agree to abide by the rules, regulations and conditions of the East of England Agricultural Society (Showground Owner) and as published by Kids Country, (see our educational trade stand regulations on [www.kids-country.co.uk](http://www.kids-country.co.uk)). I/we confirm that we hold public liability insurance. THIS APPLICATION FORM MUST BE SIGNED BY THE EDUCATOR

Signature.....Date.....

## NOTES:

- By completing this form, you are agreeing to provide an educational workshop at Kids Country Food and Farming Day, to be held at the East of England Showground on 1 July 2022. Should you discover that you are no longer able to participate, we kindly request that you give us as much advance notice as possible.
- This form should be returned, signed, by Friday 1 April 2022. You will receive an Educators Pack and further details at the end of May 2022.
- This event will take place on the Showground. Most zones will have an indoor area but some demonstrations/workshops will be outdoors. Please bring your own gazebo's as required
- Educators will have access to the venue between 07.00am and 18.00 on Thursday 30 June and from 06.30am until 08.15am on Friday 1 July 2022 to set up. If this is not convenient, please contact Sandra Lauridsen to arrange an alternative time.
- Educators are expected to set up their stands the day before, if possible. There will be security throughout the night but items are left at the Educator's own risk and the East of England Agricultural Society cannot accept any responsibility for them.
- We ask that all Educators have their stands ready by 08.15 on the day of the event and do not start breaking down until your zone leader confirms the children have left site and the event has ended.
- Tables, chairs and electricity supply will be provided free of charge if requested. Other equipment, such as TVs, DVD players, computers, display boards/stands, tablecloths, etc, must be provided by the Educator or hired from the Peterborough Arena.
- Educators are expected to adhere to our event Health and Safety Site Rules during the build-up and breakdown of your educational stands (see event site rules [www.kids-country.co.uk](http://www.kids-country.co.uk))
- Photographs will be taken on the day and may be used in publicising the event. Educators are reminded that they are not allowed to take photographs of schoolchildren without permission from teachers/guardians.
- Educators should read the rules, regulations and conditions of the East of England Agricultural Society (Showground Owner) and as published by Kids Country (see educator trade stand regulations on <https://www.kids-country.co.uk/get-involved/educators>) and the Society's Child and Vulnerable Adult Protection Policy which will be included in your Educator Pack.
- **You will need to have undertaken your own Risk Assessment and be in a position to produce a copy of this to us.**
- You must have your own public liability cover for at least £10m and we reserve the right to request sight of this. You should have your possessions also insured.

Please return this form to: Sandra Lauridsen, Education Manager, East of England Agricultural Society, East of England Showground, Peterborough PE2 6XE [slauridsen@eastofengland.org.uk](mailto:slauridsen@eastofengland.org.uk)