



8th August – 15th August 2026

EMERGENCY EVACUATION PLAN

Document History

Version	Date	Comments
1	27/09/25	1 st Draft
2	15/3/26	Revision
3	24/5/26	2 nd Draft
4	22/06/26	Final

Distribution (Electronic)

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Issue: 4
Date: 22/06/26

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1. Purpose

This plan sets out the detailed arrangements for the evacuation of the Chamboree site at Cheshire Showground, Tabley.

It provides a structured approach for:

- the safe and orderly evacuation of all persons from site
- the management of assembly areas and accountability procedures
- the coordination of off-site evacuation where required
- the provision of emergency accommodation (Rest Centres)
- the continued supervision and welfare of participants during and after evacuation

This plan must be read alongside the **Chamboree Contingency & Emergency Response Plan** and operates within the framework defined by the **Event Governance & Roles Policy (A1)**.

2. Principles

- Safety of participants and IST is the priority
- Evacuation is controlled, not reactive
- Routes must avoid the hazard area
- Movement must be supervised at all times
- Evacuation may be partial or full site.

3. Event Context

Chamboree 2026 is an international Scout and Guide camp organised by Cheshire Scouts, taking place from Friday 7 August to Saturday 15 August 2026 inclusive. The event is located at Cheshire Showground, Clay House Farm, Tabley, Knutsford, Cheshire (WA16 0HJ).

3.1. Site Access

- The main camp gate is located on Pickmere Lane [REDACTED]

- A secondary gate is located on Flittogate Lane [REDACTED]

3.2. Participants and Event Structure

Chamboree is a large-scale residential outdoor event operating continuously on a 24-hour basis. The main Chamboree event is for young people aged 10 to 18.

Participants are accommodated within five subcamps:

- Amazon
- Arctic (14–17s)
- Atlantic
- Sahara
- Savannah

Each subcamp is under the supervision of Scout and/or Guide Leaders.

Our adult volunteers, the International Service Team (IST) are based in Everest subcamp (IST).

3.3. Younger Sections and Additional Events

In addition to the main event, Chamboree includes additional programmes for younger sections:

- Cubs & Brownies (7–10): 7–9 August
- Squirrels, Beavers & Rainbows: 12 August
- Rainbows are day visitors only
- Limited Beavers stay overnight on 11 August.

3.4. Accommodation and Group Structure

All participants are accommodated in tents within their allocated subcamps.

Groups attending Chamboree are:

- Self-sufficient, responsible for their own catering, equipment and internal organisation
- Required to remain together throughout the event
- Supervised at all times by their Group Leader and supporting adults

Each Group Leader retains direct duty of care for the young people within their group, including during any emergency or evacuation.

3.5. Off-Site Activities

From Sunday 9 August to Friday 14 August (excluding Wednesday 12 August):

- Approximately 750 participants per day attend Chester Zoo
- Rising to approximately 1,000 on 11 August

Participants remain under Group Leader supervision.

When attending Chester Zoo, participants and International Service Team (IST) volunteers will adhere to the Chester Zoo Major Incident, Evacuation and Invacuation procedures and must follow all instructions issued by Zoo staff and Emergency Services.

3.6. Operational Considerations

Due to the scale and nature of the event, a number of key risk factors must be considered in emergency planning:

- Large numbers of participants distributed across multiple subcamps and activity zones
- Temporary structures and outdoor infrastructure
- Continuous 24-hour operation, including night-time activities and reduced visibility
- Mixed age groups requiring varied safeguarding and supervision approaches
- Complex site access arrangements and controlled entry points
- Regular off-site transport movements

All emergency procedures and contingency arrangements must be designed to account for these factors and ensure the safety, welfare and effective management of all individuals on site or participating in event activities.

3.7. Data Table

	Number below 18 years old	Number above 18 years old	Total
Friday 7th August	1,075	650	1,725
Saturday 8th August	3,925	2,150	6,075
Sunday 9th August	3,925	2,150	6,075
Monday 10th August	2,925	1,900	4,825
Tuesday 11th August	3,225	1,950	5,175
Wednesday 12th August	3,625	1,950	5,575
Thursday 13th August	2,925	1,900	4,825
Friday 14th August	2,925	1,900	4,825
Saturday 15th August	2,925	1,900	4,825

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[illegible]



5. Authority and Control

Evacuation decisions are made in line with the **Event Governance & Roles Policy (A1)**.

Evacuation will normally be initiated by the Duty Manager under delegated operational authority. Significant or event-wide decisions may be escalated to the Duty ELT Member or Camp Chief. Escalation occurs where required.

The Duty Manager is responsible for:

- determining whether evacuation is required
- deciding the type and scale of evacuation
- coordinating the safe movement of people across the site
- ensuring communication is clear and consistent.

All IST, leaders and participants must follow instructions immediately.

Where Emergency Services attend the scene, they will assume control of the incident. Chamboree IST will support their direction at all times.

6. Evacuation Types

Evacuation may take one of three forms depending on the nature of the incident:

(1) Local Evacuation

Where a specific area (e.g. activity zone, marquee) is evacuated due to a localised hazard such as fire or structural issue. Implemented by direct instruction by local team, communicated to Operational Communication Centre to obtain Duty Manager support

(2) Partial Evacuation

Where multiple areas or subcamps are evacuated due to a wider but contained risk. Implemented by direct instruction by local team, communicated to Operational Communication Centre to obtain Duty Manager support

(3) Full Site Evacuation

Where all persons are required to leave the site due to a major incident.

The type of evacuation will be clearly communicated to all teams. Via alarm signals

7. Evacuation Triggers

Evacuation may be required due to:

- Fire or explosion risk
- Structural failure
- Terrorism or security threat
- Severe weather conditions
- Utility failure (electric, gas, water)
- Any immediate threat to safety.

8. Evacuation Signals and Communication

Evacuation instructions will be communicated using a combination of signals, including air horn and direct instruction. All alarm signals and their meanings will be communicated to leaders, IST and participants during event briefings to ensure understanding prior to any incident occurring.






9. Evacuation Procedure (Core Principles)

On instruction to evacuate, all parties must act calmly and quickly.

Activities must cease immediately and any equipment made safe where possible.

Leaders will gather their groups and begin movement along the designated evacuation routes.

Movement must be:

- controlled
- supervised
- directed away from known hazards.

IST positioned along routes will guide and support movement, ensuring that pathways remain clear and congestion is avoided.

At no point should individuals attempt to return to campsites or buildings to retrieve belongings.

Evacuation will normally take place under the direction of the Duty Manager; however, individuals must take immediate action to protect life if faced with a direct and immediate threat.

10. Assembly and Accountability



Upon arrival:

- Group Leaders must immediately conduct a full headcount
- Subcamp teams will confirm overall attendance
- Any missing persons must be reported without delay to Sub camp leaders and in turn to Operations Control Centre.

Accurate accounting for all individuals is critical and must be completed before any further movement is authorised.

11 Off-Site Evacuation

Off-site evacuation will be carried out in accordance with the arrangements set out in Section 4 (Local Authority Coordination & Off-Site Evacuation Planning).

Evacuation will be phased and prioritised. Group Leaders must remain with their participants at all times to ensure supervision and accountability.

Accurate records must be maintained of all individuals leaving site, including their destination and supervising adult.

12 Traffic and Access Management

During evacuation, all vehicle movements will be strictly controlled.

Emergency vehicles will be given priority access at all times. All non-essential vehicle movement will be halted.

Transport teams will manage site access points to ensure safe and efficient movement.

13 Re-Entry

Re-entry to site or evacuated areas will only be permitted once it has been confirmed safe.

Authorisation for re-entry will be given by the Duty Manager or Emergency Services and must be clearly communicated to all parties.

14 Post-Incident Actions

Following any evacuation:

- all individuals must be accounted for
- incidents must be formally reported
- a structured debrief will take place
- lessons learned will be recorded and shared.

15 Roles & Responsibilities

Duty Manager

- Authorises evacuation
- Coordinates site-wide response
- Liaises with emergency services.

Operations Control

- Manages communication
- Tracks movement and locations.

Operations / Security and Traffic Teams

- Maintain clear routes
- Control vehicle movement.
- [REDACTED]
- In the event of a nighttime evacuation will provide portable lighting in areas of poor lighting or in the event of a power failure.

Subcamp Teams

- Supervise movement
- Account for groups.

Group Leaders

- Maintain supervision
- Conduct headcounts
- Report missing persons immediately.

Safety Team

- Assess risk
- Confirm safe areas and routes.

[Redacted]

[Redacted]		[Redacted]	
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