

Harwich Town Council

Dementia Fundraising Walk Terms and Conditions

These Terms and Conditions apply to the Harwich Town Council Dementia Fundraising Walk, which shall be referred to as the 'Event'. By registering for the Event, you agree to comply with the below as well as any terms and conditions placed upon users by the Alzheimer's Society (see their website). Participants should read this document carefully before registering to participate in the Event. Harwich Town Council reserves the right to update or amend these to reflect necessary changes. Please check this page prior to your Event to familiarise yourself with latest updates as all changes will be binding on all participants and supporters. We reserve the right to ask participants and supporters to leave the Event if they do not adhere to these Terms and Conditions.

This Event is organised by Harwich Town Council and forms part of the Alzheimer's Society's annual Memory Walk fundraising campaign. The Alzheimer's Society is a registered charity in England, Wales & Northern Ireland. Registered charity 296645, registered address 43-44 Crutched Friars, London, EC3N 2AE.

Participant Registration

1. Your Event place is not confirmed until you have received an email from The Alzheimer's Society acknowledging that a place has been allocated to you.
2. Only registered participants are eligible to take part in the Event, and registrations must be received prior to the Event date.
3. All persons wishing to participate in an Event aged 16+ must register individually. Multiple registrations under a singular name will not be recognised.
4. All participants between the ages of 16-17 on the date of the Event must have permission of their legal guardian before registering to participate.
5. All participants under the age of 16 on the date of the Event, must be accompanied and registered numerically as an additional attendee on the registration form of the primary entrant. The primary entrant should be a legal guardian or have the permission of the additional attendees' legal guardian(s).
6. Spectators are permitted to walk the route with participants. Everyone taking part in the Event must be a registered participant or accompanied by a registered participant.
7. Alzheimer's Society will collect and hold contact details for all registered participants prior to the Event. See 'the use of your information' section on the

Alzheimer's Society website for further information. Harwich Town Council will not hold any personal details.

8. Event entry will close on the closing date listed on the Alzheimer's Society website Event page.

Fundraising & Donations

1. Participants taking part in an Event pledge to raise the minimum fundraising target as listed on the Alzheimer's Society website event page.
2. Please refer to the Alzheimer's Society Terms & Conditions for details on how to collect and pay over your donations.
4. Harwich Town Council is unable to accept any donations or sponsorship money at the Event as we do not have suitable cash handling facilities to fulfil this process.

Access

1. We aim to be as inclusive as possible, and the Event is intended to be suitable for people of all ages and abilities, including persons living with dementia.
2. We actively encourage people from all backgrounds and abilities to participate in the Event and we have endeavoured to ensure that the route is suitable for both wheelchairs and pushchairs.

Cancellations and Changes

1. As a participant you accept that:
 - a. Any requests for the Alzheimer's Society to return any fundraising to individual donors must be communicated by emailing memorywalk@alzheimers.org.uk.
 - b. If already received, you will return your Event pack & t-shirt to the address outlined on the pack.
 - c. Neither the charity or Harwich Town Council will be held responsible for the losses or costs incurred from the cancellation of a place.
2. We reserve the right to reduce or alter Event routes to accommodate any unexpected complications or inclement weather that may have an impact on participants, volunteers or spectators. Where possible, we will notify participants in advance of any significant changes.

3. If the event is delayed or cancelled due to reasons beyond our control, we will make all reasonable attempts to reschedule the Event, but this cannot be guaranteed.

Conduct

1. All participants and supporters must abide by these term and conditions and any rules, instructions or regulations displayed or given on the day of the Event.

2. Participants are responsible for their own safety during the Event and should, where possible, carry a charged mobile phone with them which can be used in case of emergency.

3. We respectfully ask all participants and their supporters not to use aggressive or abusive language towards our Event organisers, volunteers and other participants. You should avoid behaving in a way which may cause injury or harm to others, or which may cause offence or damage to the reputation of the council.

4. We respectfully ask that all participants and supporters do not drop litter, but instead use the facilities available on route, or take litter home to dispose of responsibly.

5. We respectfully ask that all participants be respectful of the local community, residents and/or general public whilst participating in the event, and not to partake in any behaviour which may have a negative impact on the Event or the council.

6. We respectfully ask that all participants refrain from consumption of alcohol or illegal substances prior or during the Event.

7. Participants can take part with their dogs. Dogs are the responsibility of the owner and must be kept on a lead at all times.

8. Where resources allow, the Event will be marshalled by volunteers, however participants remain responsible for navigating themselves from start to finish.

9. Participants should aim to complete the route before the designated closure time, which will be approximately 2.5hrs after the stated start time. Harwich Town Council has the right to alter the route start and finish times in the face of extenuating circumstances.

Health, Safety & Medical

1. Participants are responsible for ensuring that they are sufficiently fit and healthy to take part in the Event. Any participant unsure of their physical ability to take part in the Event must seek medical advice from their General Practitioner beforehand.

2. Notwithstanding the above, we reserve the right to refuse entry to the Event at our absolute discretion, if for whatever reason we consider a person unfit to take part. We may also ask you to withdraw during the Event if we have concerns about your ability to complete it due to fitness, injury or otherwise. If you choose to continue you do so with the understanding that you absolve us of all and any responsibility, and progress entirely at your own risk.

3. All Events are non-competitive walks. All routes have been thoroughly risk-assessed for walking activity only, and to participate by running, cycling, or another means is done entirely at the participant's own risk. You understand that participating by another means that you absolve the council of all responsibility.

4. Participants are responsible for ensuring that they are wearing appropriate attire and footwear when taking part in the Event, taking into account the nature of the Event, the weather forecast and the terrain involved.

5. All participants must write the following on the reverse of their official Event label, which must be worn during the Event:

a. Their name.

b. The name and number of a person to contact in case of an emergency.

6. We take all reasonable steps to minimise the risk of injury to participants during fundraising Events. Stringent risk assessment processes are in place for every Event to minimise or eliminate the risk to everyone taking part. By taking part in the Event, all participants acknowledge that there may be conditions or circumstances beyond our control that can lead to unforeseen risks. If you have any concerns or queries please contact us before agreeing to take part.

Use of your information

1. First aid-trained personnel will be present on route at the Event. If you receive any level of medical attention/treatment at the Event, your details may be processed for health and safety purposes and/or to fulfil legal obligations (including those under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013).

2. In case of an emergency, we may also pass personal details provided by you (on the reverse of your Event label) to the emergency services or health care professionals for the purposes of contacting your emergency contact.

5. All personal data handled by us will be done so in accordance with applicable privacy and data laws and Harwich Town Council's privacy notice can be found at [CURRENT-Privacy-Policy-Public.pdf \(harwichtowncouncil.co.uk\)](https://www.harwichtowncouncil.co.uk/CURRENT-Privacy-Policy-Public.pdf)

Filming and Photography at Memory Walk

1. Photographers/videographers may film or photograph persons present at the event and use such footage or photographs may be used to publicise the Event on the Harwich Town council website and/or social media platforms.
2. By taking part all participants confirm that they are happy for any video footage or photographs taken during their participation of the Event to be used for the above.
3. The Council won't identify anyone by name in descriptions of photos or videos without their specific agreement.
4. No personal details (including names) of any under 16-year-old participant will be used in any publicity materials without the written consent of their parent or legal guardian, but we may use images of children as described above.

Liability

1. All participants, volunteers and spectators enter and attend an Event entirely at their own risk. We shall not be liable for any injury, damage or loss to participants or their property that might occur as a result of their participation or attendance at the Event, other than in respect of any injury or loss arising as a result of our negligence. For the avoidance of doubt, nothing in this clause shall exclude or limit our liability for any liability that cannot be excluded or limited by law.