

Stone Festival

Proudly presents our

3rd Annual Soap Box Derby Race

Bank Holiday Monday 28th May 2018

*Activities from 1.30pm and Soapbox Racing starts at 2pm
Many local Shops Eateries open until late too*

“Family fun to make this a Bank Holiday to a day to remember”

Location – High Street Stone, Staffordshire

Following on from our first two highly successful Soapbox Derby Races in 2016 and 2017 as part of the Stone Festival, we are delighted to announce that we will be running the event once more in 2018 but this time in the same twin run format which will bring both competitors and the audience a lot more entertainment throughout the event.

*2018 is destined to be **bigger and even better** than in previous years and with people already committing to participating in it for 2018, we are, as will be described later in this document, limiting the numbers to a **maximum of 50 teams** so would urge you to get your application form and payment in early.*

So what is happening in 2018 ?????? Well the following for starters:

1 – A new Speed Trap down the course – the only time in your life you get rewarded for going fast!

2 – New for 2018, a special Water feature built into it for some added fun to all concerned ☺

*3 – The Race will again have **2 runs** down the Course, in so far as numbers 1 to 50 shall go down and then Team 1 will follow on behind Team 50 albeit that you **will have a different member of the team at the helm and no introductory piece necessary on second run!** The two times will be added up to form your total time, plus the Show marks and any other penalties.*

4 – A new jump arrangement for a bit more fun and drama

5 – The High Street long PA System courtesy of B&B Sound will once more be in situ

6 – We are looking at some GoPro type footage for competitors

7 – Possibly, if we can, some large screens so all of the audience can see what's happening as it happens

8 – New Prize categories including the Best Dressed Soapbox and the Best Start Introduction Performance
We really hope that you all enjoyed last years event and this year we have taken on board comments raised and taken the event to a new level with the introduction of more technology to really make this an event to remember.

Prizes, medals and certificates in 2018 will cover:

- 1 – Best Stage Performance as voted by the judges
- 2 – Best Dressed Soapbox as voted by the judges
- 3 – Fastest Soapbox through the Police Speed Trap (1st, 2nd and 3rd)
- 4 – Fastest Junior Team (1st, 2nd and 3rd)
- 5 – Fastest All Male adult team (1st, 2nd and 3rd)
- 6 – Fastest All Female adult team (1st, 2nd and 3rd)
- 7 – Fastest Mixed Adult Team (1st, 2nd and 3rd)
- 8 – Fastest 150+ adult team (1st, 2nd and 3rd)

With the latest developments we are bringing in 2018, I and the rest of the Stone Festival team are positive that you will have even more fun in 2018 along with the 3,000 spectators expected to line the High Street.

Due to a number of participants last year stating they were going to take part but failing to turn up on the day, we have decided to request that **all entry forms** must be sent in please with the full entry fee and that this is what will form the official start sheet as one of the lessons we learnt last year was that the processing of the teams in sequence onto the starting ramp was more difficult than it should have been due to gaps in the start list. We hope you will all appreciate the above but we are keen to ensure that the whole event runs like clockwork for both the enjoyment of you the competitors and the public audience alike.

Yours sincerely

Grahame

Grahame Neagus

Organiser on behalf of Stone Festival Committee

Contact me on : 07866 002111 or 01785 509381 or grahame@octavarium.co.uk

Come and join us in the fun in 2018 !!!!!

**INDEMNITY WAIVER and RELEASE AGREEMENT FOR STONE SOAPBOX
DERBY RACE held on May 28th 2018 (Bank Holiday Monday)**

Please read the following and sign:

I, _____ [print full name] (hereafter 'I', 'me' or 'the participant'), of my own free will, do hereby warrant, acknowledge and agree to the following:

1. I confirm I am familiar with the nature of the activity, which I wish to undertake. I acknowledge and voluntarily accept those risks that are inherent with the activity.
2. In consideration of the acceptance of this entry and of my being permitted to take part in this event, I, for myself and my heirs and executors, agree to save harmless and keep indemnified the organisers and their respective officials, servants, representatives and agents together with other competitors and their respective servants, representatives and agents, from and against all actions, claims, costs, expenses and demands in respect of death of or injury to or damage to the property of myself, mechanics or associated personnel, arising out of or in connection with this entry or my taking part in this event.
3. I agree that I have made myself aware of, understand, and will abide by the rules and conditions laid down by the organisers, and I will follow instructions issued by them. I accept that the organisers reserve the right to refuse entry from or disqualify persons considered to have insufficient experience or who fail to follow the rules and conditions.
4. I understand that the entry fee will be non-refundable and non-transferable, unless agreed in writing by the organisers. I understand that circumstances beyond the control of the organisers may cause the event to be cancelled, modified, postponed or relocated.
5. I am not aware of any present or past mental, medical and/or physical condition, which might endanger me or others whilst participating in Gravity Sports and ancillary activities.
6. The organisers may take photos or footage of me during this event and may use such photos or footage (including my likeness and image) for future promotional, marketing and publicity purposes in any media worldwide without notice or payment.
7. I confirm that all information given is true and correct, understand the risks involved in this event and I have carefully read, understand and voluntarily accept the terms of this waiver and release agreement.

Signed:

Date:

Position in the Team (Please circle as appropriate):Driver.....Team Member

OUR SOAPBOX NAME IS

TEAM ENTRY FORM FOR STONE SOAPBOX DERBY May 28th 2018

OUR SOAPBOX NAME IS

RACE CATEGORY ENTERED FOR IS (Please circle)

1 - Junior (Under 18) TEAM (Can be all male, all female or mixed as long as all are Juniors)

2 - All MALE ADULT TEAM

3 - ALL FEMALE ADULT TEAM

4 - MIXED ADULT TEAM

5 - "The 150+" (Combined age of 150 years or greater) TEAM

OUR TEAM MEMBERS ARE

1 -Age on 28th May 2018 Contact number.....

2 -Age on 28th May 2018 Contact number.....

3 -Age on 28th May 2018 Contact number

ENTRY FEE

Junior Team - £15.00 (Team 1)

Senior Team - £20.00 (Teams 2 – 5)

Please send a cheque made payable to "Stone Festival" **with your entry form** to:

Mr Grahame Neagus, 95 Navigation Loop, Stone, Staffordshire ST15 8YU.

We shall accept a scanned entry form (as long as completed and signed) via email as long as your money has also been received. Thank you.

******* Entries close on Monday 14th May 2018 *******

Competitors Information Pack

*The following Information Pack is in relation to the Soapbox Derby event to be held on **28th May 2018**, its rules and regulations and the other important information that needs to be considered and actioned when the said event is to take place.*

*Firstly, we're here for fun, but the Soap Boxes **MUST** be strong, safe, and stable and have effective brakes and sound steering. These rules enable us to run the event effectively for the maximum benefit of all – please ensure you read them carefully and comply with the details. Thank You!*

For the race evening the main Stone High Street will be closed to traffic, this then forms the main part of the track and descent, and all competitors shall start from a ramp and follow the route as follows:

Start – From the top of a starting ramp that shall be positioned centrally down the High Street approximately outside Home and Colour as per in 2016 & 2017

The first element in the event is to introduce your team and your Soapbox theme to the Public and our judges by means of a 30 second introduction (with or without music) for which you will be judged by the 4 independent judges out of a maximum score of 10 points per judge (40 in total).

Each cart shall then be counted down and then with your two pushers, be pushed off and proceed down the High Street course

There will be three challenges between the start and the finish and these are:

- 1 - The Stone jump (albeit of different design and size in 2017)*
- 2 – The New Stone Water Jump*
- 3 - The Stone chicane and Burn*

*These Rules and Regulations apply to **all entries**.*

They have been designed for your safety and the safety of others around you, based on best practice and common sense.

Construction and Use of each Soap Box

Maximum length is 2500mm

Maximum width is 1500mm

Maximum weight of each cart will be 100kgs

Please allow a decent amount of ground clearance between the underside of the front of the Soapbox (where a front bumper might be on a car) and the rear and try to keep overhands front and rear to a minimum as the ramp angle from the start is fairly steep. Typically speaking if you allow circa 10" height, this should be ok.

Wheels

Soapbox must have 3 (three) or 4(four) load bearing wheels.

The driver must be seated and be forward facing with a good view of where He / She is going.

Soapbox design

All soapboxes must be constructed with pedestrian friendly sympathies. Sharp edges that could cause injury, whether they be metal, timber, perspex or other hard materials will not be permitted on grounds of safety.

***Brightly** coloured Soapboxes, sponsorship and advertising **are encouraged**. We also appreciate it if the team name is painted onto the Soapbox. Those who entered in 2017 were utterly fantastic so please build upon those once more.*

***Gravity propulsion only** – i.e. no motors, no pedals, no stored potential energy and no pushing beyond the marked starting section.*

***No loose weights** will be allowed inside or outside the soapbox.*

*Apart from a reasonable amount of lubricant on moving parts, **no liquids** may be carried on the Soapbox.*

Steering

Soapbox must have an effective steering system with adequate turning ability for the course lay out. In our opinion this is the most important part of the soapbox design!!

Braking

Soap box must have an effective braking system acting on at least two wheels.. The brakes must be capable of bringing the vehicle to a stop and holding the vehicle on the hill, when laden with a driver.

It must not be possible for any part of the driver's body to become trapped in moving parts of the vehicle (i.e. wheels, steering assembly etc).

Soapboxes must have no loose parts or sharp edges.

Soapboxes must be designed to carry one person only, in a feet first direction.

Seats must be securely bolted to the soapbox

No glass or other materials that would shatter and cause injuries to drivers and spectators in the event of a crash can be used in the construction of the vehicle.

Any steering column, brake lever or other protrusion must be designed and fitted such that puncture injuries cannot happen.

Bodywork and controls must not impede the driver in exiting the vehicle unaided. Any doors or hatches required for driver access must be readily operated from both inside and outside the vehicle without the use of tools.

Access for first aid teams in the event of an accident must be considered, and vehicles which are difficult to exit are strongly discouraged and this access must still be possible should the vehicle land on its right hand side, left hand side or upside down.

Towing eyes to be fitted to front and back of soap box so that organisers can pull soapboxes up the hill if required and each towing eye must accept a 15mm diameter rope and be free from sharp edges.

The driver must have good all round vision, including to both sides and the rear and if necessary, shatterproof mirrors should be fitted to achieve this.

*All members of the team will be required to sign a disclaimer as part of the entry form and these will be checked to ensure all team members present on the race day have signed. Forms for team members who are younger than 18 years old on the day **MUST** be countersigned by their parent or guardian.*

There will be a thorough inspection of all Soapboxes before the event, and any that do not pass will not be allowed to take part. (This inspection does not constitute a warranty of safety, and all teams are solely responsible for the safe construction and operation of their vehicle).

SoapBox Numbers provided at registration must be prominently displayed on each soapbox.

Drivers Clothing

Drivers protective clothing is strongly advised and all Drivers of carts must wear a suitable and sturdy Crash helmet of a type approved for use on road going motorcycles and appropriate gloves. Clothing must be capable of withstanding a spill on tarmac or concrete. No bare limbs will be allowed. The use of elbow and knee pads is encouraged.

All drivers must attend the Drivers Briefing.

All drivers must walk the course.

Any contravention of the Rules and Regulations may lead to disqualification or penalties.

The Organisers reserve the right to refuse entry by any team and/ or individual team member if, in our view, their attitude, actions and / or demeanor may adversely affect the event and pleasure of other competitors and spectators or bring the event into disrepute. In addition to this, no team member, who is deemed to be either under the influence of alcohol and or drugs shall be allowed to participate, The Stone Festival organising Committees' decision will be final. The team entry fee will not in any of the above circumstances, be refunded.

SoapBoxes and drivers will be scrutinised in the pits, prior to the run and before being able to compete

The start will be with the Soapbox front wheels on the start line, both team members are allowed to push start the soapbox, and the pusher must not cross the 30 metre line.

The Starters decision is final.

After finishing their FIRST run each driver and his 2 team members must clear the track by means of continuing down the High Street and turning RIGHT down STAFFORD STREET, past Milkshakes & Oakcakes, to turn right up CROWN STREET (the One Way System) until you reach the top of the High Street and park directly behind the Starting Truck, ready to take the your second run. After your second run follow the same

route BUT come back into Market Square to Parc Ferme by means if the Alley running from Crown Street down the side of the Library area under the Marshall's instructions.

Soapbox Competition Scoring

The following Scoring Methodology is to be adopted in 2017.

Each Team, regardless of Category, shall be scored in the same manner and their total score shall be the culmination of all parts as listed below:

Part A – Soapbox Introduction

Maximum Score from the judges is 40 (10 from each judge) and so a score of 40 would give the team Zero (0) Penalty points to be added to Parts B and C. If they received say 25 points for their 30 second introduction, then their penalty score would be 15 (40 – 25 = 15) So the better, the wackier and more inclusive your Introduction, the higher your score and thus the LESS penalty points you attract. Please note that the On Stage Introduction is ONLY on your first run.

Part B – Time of the first run from start to crossing the finishing line in seconds i.e. 53 seconds

Part C – Penalty points gained by your driver hitting cones in the Chicane. – Hit 2 cones, you get 2 penalty points

Part D – The tie of your second run from start to crossing the finishing line in seconds i.e. 55.2 seconds

Part E – Penalty points gained by your Second driver hitting cones in the Chicane. – Hit 4 cones, you get 4 penalty points

An example is shown below where the Team A has a better overall score than Team B

	Team A (Male Adult)	Team B (Male Adult)
Part A – Introduction	8	10
Part B – 1 st Run actual time	53	51.4
Part C – Cones hit (in seconds)	2	0
Part D – 2 nd Run actual time	55.6	62
Part E – Cones hit (in seconds)	4	2
Total Score (Time & Penalties)	122.6	125.4

Should a team crash on Run 1, then every effort shall be made to ensure the Soapbox is able to compete in its second run. 2017's event was run off with very few crashes of such magnitude and so we hope that 2018 will mirror this. In the event that a team has no soapbox fit enough to compete in the second run (i.e. it was written off in a crash in Run 1, then we are looking into the possibility of having a spare Soapbox available albeit that yes the team could compete in the second run, gain a time but not be eligible for the overall prizes as it is our desire to ensure that everyone has 2 runs and has as much participatory fun as possible.

Results and awards shall be held this year from the Truck Stage at the top of the High Street where the height and its accompanying PA system shall the public can have better sight of the winners.

STONE SOAPBOX SAFETY PLAN

1 - INTRODUCTION

The objects of the Event Safety Plan are to ensure that:

- 8. Adequate and suitably trained and briefed people and the relevant equipment are at the right place, at the right time and that all event officials, helpers and external parties that may be involved fully understand, and are working to, a common system of event procedures to ensure the safe administration, marshaling, stewarding, competitor management, medical cover, communication and emergency contingency provision for all aspects of the event and for the safety of all competitors, event officials and helpers, spectators and the general public*
- 9. All event officials, marshals, stewards and helpers are working to the same documented event plan and clearly understand overall and individual responsibilities, key event actions and emergency routines and have a dedicated and reliable communication system Notes:*
- 10. A specific and detailed Event Risk Assessment has been undertaken*
- 11. Appropriate formal permissions/approval to hold the event has been obtained from Stone Town Council and other relevant people. In addition, close liaison has been established with all interested or affected parties including all residents and businesses that the event route may have an effect on. Note that by providing such permissions, these bodies are not becoming liable for any injuries or damage however caused.*
- 12. Appropriate insurance, liability cover and indemnities will be in place*
- 13. Pre-event general information, safety information and environmental information will provided on the event website (www.stonefestival.co.uk) and with the event registration pack*
- 14. This document should be read in conjunction with;*
- 15. Risk Assessment*
- 16. Design and Safety Rules*
- 17. Competition Rules*
- 18. Race Procedures*

2. COMPETITOR ADMINISTRATION

• Entry to the event is by pre-entry only using an event specific entry form. A master team spreadsheet has a documented record of all teams and their details. There is an entry limit of 50 teams (estimated up to 150 competitors) to be allocated on a "Frist Come First Served" basis although in the design of the start sheet, if you have a specific need to start early for example, we shall do our utmost to accommodate accordingly.

All teams will be allocated a unique number which they will be required to display prominently on the front, back and both sides of their Soapbox. This number will be for BOTH runs

1. All competitors will be encouraged to send photographs of their race vehicles in advance so that the Technical Officer can raise any concerns in advance of the event.
2. Soapbox safety inspection will be held on Monday 28th May 2018 times to be confirmed. All carts will be given a rigorous inspection which will be documented using a suitable Scrutineering Form, and any that do not meet the required minimum safety standards will not be permitted to take part. Retests will be allowed, if time permits, until the end of the registration period.
3. Competitor registration will be held on Monday 28th May 2018 for all drivers and their Team Members (times to be confirmed)
4. SoapBoxes may be required to be presented for inspection at any time during the event at the organiser's discretion and may be excluded on safety or other compliance grounds if the Soapbox no longer satisfies the requirements.
5. Once a SoapBox has passed safety inspection, the team will be issued with a pass certificate to present at the registration desk when registering. They will not be permitted to register without a pass certificate
6. The master competitor spreadsheet will be updated to record all those who have registered and been issued with their cart number. In addition, each team member will be given a secure uniquely numbered wrist strap that must be worn at all times during the competition.
7. All team members will be required to write any known medical conditions in the space provided on their registration forms. Their registration forms will be marked with the same number as their wrist strap, so medical conditions of competitors can be quickly determined by the first aid team if necessary.
8. All drivers and other team members must be 14 years or older on the first day of the event.

9. Pregnant women **will not be** permitted to drive
10. All team members will be required to sign a liability waiver as part of their registration. Team members under 18 years of age on the first day of the competition must have their liability waiver countersigned by a parent or guardian
11. After registration has closed, the registration team will provide the first aid team with a list of competitor ID numbers and medical conditions
12. There will be a mandatory pre-start briefing for all competitors and marshals on the day. Everyone will be briefed on the race procedures, communication procedures, rules and flag system.

3. RACE CONTROL TEAM

The event control team will consist of the following personnel:

Clerk of the Course

In overall control of the event. Coordinates between police, first aid and event control team and in charge of traffic control on the hill.

Clerk of Fact

Responsible for recording times, finish positions and scoring, notification of running order to start line marshals and calculation of overall results.

Chief Technical Officer

Responsible for carrying out safety check on carts and inspecting the drivers' personal protective equipment.

Chief Marshal

In overall charge of the track marshals.

Start Control

Oversees start line and pit area and starting of each run when given clearance by the Clerk of the Course.

Finish Marshal

Oversees finish area

Track Marshals

Responsible for warning spectators of approaching carts, warning cart drivers of any hazards using flag signals and notifying the control team of any incidents.

Also in attendance will be police and a first aid team.

4. RACE SAFETY

The following steps are designed to eliminate, reduce or minimise the risks to competitors, spectators, event officials and stewards, the general public and all road users in relation to the event:

- *Event safety information will be distributed in advance to all competitors and race officials via the event website and the registration packs. In addition, the event safety plan will be distributed to all event officials, helpers and relevant external parties*

- *All race officials and stewards will be clearly identified by the wearing of Hi-Vis bibs*

1. *Senior members of the control team will be identified to the teams at the pre-race briefings and will wear identification at all times*

2. *All team members will wear their personal identification wrist strap at all times during the competition*

3. *All race officials, marshals, stewards will be suitably briefed*

4. *All competitors and marshals will be briefed at the pre-start brief*

5. *All teams must display their individual race number on the front, rear and both side of their cart and must not alter, deface or change the number in any way*

6. *Roadside hazards such as Bollards and street furniture will be protected as appropriate with Hay Bales or barriers*

7. *Substantial barrier walls capable of stopping a cart and maintaining separation between carts and spectators will be positioned as appropriate. Hazardous areas will be marshaled and marked with warning signs and barrier tape*

8. *The entire race route will be adequately signed with caution signs, hazard barrier tape, fencing, traffic cones and other warning signs as appropriate.*

9. **COMMUNICATIONS:** *radio communication will be provided between the each manned marshal point*

and the event management team. This will allow the rapid transmission of emergency and urgent messages, competitor information and general race event updates. Contact mobile telephone numbers for the key marshals will also be provided as back up to all race officials. All event communications during the event should be passed via the radio network.

10. **MEDICAL COVER:** *The event overall medical cover will be co-ordinated by the Clerk of the Course, who will coordinate any medical emergency. Qualified first aid personnel with equipment and suitable transport will be in attendance. All competitors are asked about their medical suitability and fitness ability to take part in the event via event entry forms and the event website. Competitors are required to note any medical condition that event organisers and officials should be aware of on their registration forms. They will all wear uniquely numbered wrist bands that will identify them to event staff and, in the event of an incident, allow medical conditions of individuals to be determined.*
1. **EVENT EMERGENCIES:** *The 999 call should always remain a first option for everyone in the event of any emergency but the person at the scene of the emergency or making a 999 call must also pass the relevant information to the Clerk of the Course by the quickest means possible*
2. *The Start Marshall will be responsible for ensuring that all drivers are competitors wearing a wrist band and are properly sat in and are wearing proper protective clothing as specified in the Design and Safety Rules before clearing them to start each run*
3. *If, in the opinion of the race officials, a driver's ability to be safely in control has been compromised, that driver will not be allowed to continue the event. Track marshals will be instructed to report to the Clerk of the Course any incident that may have resulted in an injury being sustained*
4. *The course will be adequately marshaled along its length by personnel*
5. *Track marshals will use whistles to warn spectators and other event crew of approaching carts*
6. *Track marshals will use flag signals (green/yellow/red) to indicate the state of the track ahead to drivers and, if necessary, order them to stop immediately ("red flag")*
7. *The default state of the course is "red flag" (stop immediately). If there is any doubt about the safety of the course, the Clerk of the Course will immediately call for a full course "red flag".*
8. *Any member of the control team, including Track Marshals, will be able to "red flag" the course and stop all carts immediately if they consider it is not safe to continue. On raising a red flag, the Track Marshall will also immediately announce "Red flag, red flag, red flag" and their location over the radio. Upon hearing a red flag broadcast or seeing one displayed elsewhere on the course, all other Track Marshals will also raise their red flag. Only the Clerk of the Course may subsequently declare*

“green flag” condition and allow racing to resume.

- 1. Marshalls will be instructed to inform the Chief Technical Officer of any cart that is involved in an incident that may have resulted in the cart being damaged.*
- 2. Soapboxes that come to a stop as a result of an accident may not restart without clearance from the Clerk of the Course.*

3. SoapBox Recovery

- 1. After the run has been completed, all SoapBoxes that have not withdrawn from the race will be returned to the finish presentation area at the top the High Street on he start truck*
- 2. SoapBoxes which have failed to reach the end of the course will, provided they are still roadworthy, be recovered by Marshalls. SoapBoxes which are not roadworthy or have been withdrawn from the competition will be moved to a safe place that is clear of the course together with any parts that may have become detached from them. It will be the responsibility of the teams to recover these carts at an appropriate time and in such a way as to not affect the running of the event.*
- 3. It will be the responsibility of each team to remove their Soapboxes (and any parts that may have become detached from them) at the end of the event. Teams will be charged a disposal fee for any Soapboxes or parts that are not removed before 11pm on the day of the event.*