



## MEDWAY AIRCRAFT PRESERVATION SOCIETY LIMITED

# IMPORTANT NOTICE

**EVERY VISITOR OR CONTRACTOR MUST READ THIS NOTICE AND CAN RECEIVE A COPY FROM THE SUPPLY KEPT NEXT TO THE VISITOR SIGNING-IN BOOK, WHICH THEY MUST SIGN**

### VISITOR'S BRIEF

*Medway Aircraft Preservation Society Limited (MAPSL) has an obligation under the Health & Safety at Work Act 1974 to ensure, as far as reasonably possible, that visitors will come to no harm while in the Workshops and Sales Room areas. This brief is to seek visitors' co-operation in meeting that obligation and for their own safety.*

As a visitor you are reminded that you also have responsibilities, since your own actions could affect your safety and that of others. It is likely that restoration / preservation work will be in progress while you are visiting the Workshops.

The following guidelines are provided to help you during your visit:

## **Guidelines for Visitors**

- 1. MAPSL is a functioning workshop, not a museum, and activities may be ongoing while visitors are present.**
- 2. Access by visitors is limited to defined areas; if in doubt, please ask.**
- 3. Children and young adults under 18 must be accompanied and controlled by a responsible adult. In general, the workshop environment is not suitable for young children. Please ask about our Child Protection Policy.**
- 4. Smoking is forbidden by law in all MAPSL premises.**
- 5. All visitors must sign the Visitor's Book and read this Visitor's Brief.**
- 6. All visitors must be accompanied by a MAPSL member throughout their stay and follow any instructions given.**
- 7. Any group must stay together and follow the instructions given by the guide.**
- 8. Visitors must not enter prohibited areas, unless specifically invited to do so.**
- 9. Visitors must not leave bags or belongings unattended.**
- 10. All visitors must keep clear of any operating machinery or items protruding from work benches.**
- 11. All visitors must take all reasonable care of their person and act so as not to endanger other persons.**
- 12. All visitors must refrain from the use of inappropriate or profane language at all times.**
- 13. All visitors must take note the signs indicating FIRE EXITS and first-aid equipment.**
- 14. In the unlikely event of a fire or other emergency, all visitors must immediately leave the building by the nearest exit; the fire assembly point is in the viewing area on the airfield side of the Control Tower.**

**WE HOPE YOU ENJOY YOUR VISIT**

**THANK YOU FOR HELPING US TO MAKE IT A SAFE ONE.**