


COLLIN COUNTY APPLICATION FOR MASS GATHERING PERMIT		
GATHERING NAME	LOCATION OF GATHERING (including description)	
Lone Star Celtic Festiva and Highland Games	Myers Park & Event Center (Back 40 and Polo Fields) 7117 CR 166 McKinney, Texas 75071	
Promoter Name	Promoter Mailing Address	
Highland Arts & Athletics	400 Chisholm Pl, Ste 101 Plano, Texas 75075	
Promoter Office Phone	Promoter Cell Phone	Promoter Email Address
972-431-0504	469-742-1159	susanberry@highlandartsandathletics.org
Myers Park & Event Center	7117 County Road, 166, McKinney, TX 75071	
Collin County Governement	972-548-4792 email: mpec@collincountytx.gov	
Date(s) of Mass Gathering	Starting time of Gathering	Ending time of Gathering
4/20/2024 - 4/21/2024	8:00 a.m.	6:00 p.m.
Maximum Number of Persons Allowed to Attend	Date of Application	
10,000 across both days - We expect no more than 2,500 at any one time on each day	02/12/2024	
Printed Name of Applicant	Title of Applicant	Signature of Applicant
Susan Berry	Executive Director	

Along with the above information you must **attach** to this application responses to the following:

1. A financial statement reflecting the funds being supplied to finance the mass gathering and each person supplying the funds
2. A certified copy of the agreement between the promoter and property owner
3. A plan on how the promoter intends to limit attendance to the number of persons listed above
4. The name & address of each performer who has agreed to appear at the event and name and addresses of their agent
5. A description of each agreement between the promoter and performer
6. A description of each step the promoter has taken to ensure that minimum standards of sanitation and health will be maintained during the event
7. A description and written plan for traffic control, to control ingress and egress, to ensure the physical safety of the persons attending the event.
8. A description and written plan to provide adequate emergency medical care for those attending the event
9. A description and written plan on the supervision of minors who may attend the event.
10. In addition, full compliance with 2009 International Fire Code is required.

Return completed application to Myers Park & Event Center at 7117 County Road 166, McKinney, Texas

1. A financial statement reflecting the funds being supplied to finance the mass gathering and each person supplying the funds. - **Attached**
2. A certified copy of the agreement between the promoter and property owner - **Attached**
3. A plan on how the promoter intends to limit attendance to the number of persons listed above - **Attached**
4. The name & address of each performer who has agreed to appear at the event and name and addresses of their agent - **Four Irish-Rock bands from the area will be performing during the two-day event. They don't have promoters.**
 - a. **Blaggards**
 - b. **River Driver**
 - c. **Cleghorn**
 - d. **Plunk Murray**
5. A description of each agreement between the promoter and performer - **Contracts with Blaggards, Plunk Murray and River Driver. The contract with Cleghorn is in process.**
6. A description of each step the promoter has taken to ensure that minimum standards of sanitation and health will be maintained during the event. - **Attached**
7. A description and written plan for traffic control, to control ingress and egress, to ensure the physical safety of the persons attending the event. - **Attached**
8. A description and written plan to provide adequate emergency medical care for those attending the event. - **Attached**
9. A description and written plan on the supervision of minors who may attend the event. - **Attached**
10. 10. In addition, full compliance with 2009 International Fire Code is required. - **Attached**

Attendance Management Plan for Lone Star Celtic Festival and Highland Games

Objective:

The primary goal of the attendance limitation plan for the Lone Star Celtic Festival and Highland Games is to ensure the safety and enjoyment of all attendees by managing crowd size in accordance with local regulations and venue capacity restrictions. This plan aims to prevent overcrowding, maintain adequate spacing, and facilitate a comfortable experience for participants.

Pre-Event Preparation:

1. **Determine Maximum Capacity:** Calculate the maximum number of attendees allowed based on the venue's capacity and any regulatory limitations.
2. **Ticketing System:** Implement a ticketing system that allows for controlled access to the event grounds. Tickets should be sold in advance with a finite number available, corresponding to the predetermined maximum capacity.
3. **Online Registration:** Encourage attendees to purchase tickets online in advance to help gauge expected turnout and plan accordingly.
4. **Communication Strategy:** Clearly communicate the attendance limitations and ticketing process through the festival website, social media channels, and promotional materials. Provide regular updates on ticket availability and remind potential attendees to secure their tickets early.

On-Site Attendance Management:

1. **Entry Gates:** Set up entry gates equipped with ticket scanners or personnel to verify tickets and monitor attendance levels.
2. **Security Personnel:** Deploy security personnel to monitor entry points and enforce attendance limitations as needed. Provide training on managing crowd dynamics and de-escalating potential conflicts.

Post-Event Evaluation:

1. **Attendance Analysis:** Conduct a post-event analysis to evaluate the effectiveness of the attendance limitation plan and identify any areas for improvement. Review attendance data to assess compliance with capacity limits and identify trends in attendance patterns.
2. **Attendee Feedback:** Gather feedback from attendees regarding their experience with the ticketing and entry process. Use this feedback to inform future event planning and enhance the attendee experience.

By implementing this attendance limitation plan, we aim to ensure a safe and enjoyable experience for all attendees at the Lone Star Celtic Festival and Highland Games, while adhering to regulatory requirements and venue capacity restrictions.

Sanitation and Health Protocols for Lone Star Celtic Festival and Highland Games

Objective:

To ensure a safe and enjoyable experience for all, Highland Arts & Athletics, Inc. implements thorough sanitation and health protocols at all events. This document outlines the measures we will take to maintain a clean, hygienic environment throughout the event.

1. Pre-Event Planning:

- Conduct a thorough risk assessment to identify potential health and sanitation hazards.
- Develop a comprehensive sanitation and health plan based on local regulations and guidelines.

2. Vendor Guidelines:

- Provide vendors with clear guidelines on sanitation practices, including food handling, waste disposal, and hand hygiene.
- Require vendors to obtain necessary permits and adhere to health and safety regulations.

3. Hand Hygiene Stations:

- Install handwashing stations equipped with soap, water, and hand sanitizer throughout the festival grounds.
- Clearly mark the locations of handwashing stations and encourage attendees to use them frequently.

4. Restroom Facilities:

- Ensure an adequate number of restroom facilities are available, properly maintained, and regularly cleaned throughout the event.
- Provide handwashing stations or hand sanitizer near restroom facilities.

5. Waste Management:

- Implement a waste management plan to minimize litter and maintain cleanliness.
- Provide ample trash bins and recycling containers throughout the festival grounds.
- Employ staff to regularly empty and clean waste receptacles.

6. Food Safety:

- Require food vendors to comply with food safety regulations and obtain necessary permits.
- Conduct inspections of food vendors to ensure proper food handling practices and hygiene standards are maintained.

- Provide guidelines for safe food preparation, storage, and serving.

7. First Aid Services:

- Have trained medical personnel or a first aid station on-site to address any health emergencies or injuries.
- Ensure that medical personnel are equipped with necessary supplies and equipment.

8. Communication and Education:

- Display signage throughout the festival grounds promoting proper hygiene practices, such as handwashing and respiratory etiquette.
- Provide informational materials about sanitation and health measures in event programs or on the festival website.

9. Emergency Response Plan:

- Develop an emergency response plan in coordination with local health authorities to address any outbreaks or health crises during the event.
- Establish protocols for communicating with attendees and coordinating medical assistance if needed.

10. Monitoring and Compliance:

- Assign volunteers to monitor compliance with sanitation and health guidelines throughout the event.
- Address any sanitation or health concerns promptly and take appropriate corrective actions.

Emergency Medical Care Plan for Lone Star Celtic Festival and Highland Games

Objective:

To ensure the provision of adequate emergency medical care for the safety and well-being of all attendees at the Lone Star Celtic Festival and Highland Games. This plan outlines comprehensive measures to address medical emergencies promptly and effectively, with the goal of minimizing risk and providing timely assistance to those in need.

Pre-Event Preparation:

1. **Medical Resource Assessment:** Assess available medical resources, including nearby medical facilities, ambulance services, and on-site medical personnel.
2. **Medical Team Coordination:** Collaborate with local medical authorities, emergency services, and medical professionals to establish protocols for emergency response and medical care.
3. **Medical Supplies Inventory:** Ensure an adequate supply of medical equipment, first aid kits, and emergency medications are readily available on-site.

On-Site Medical Services:

1. **First Aid Station / Medical Tent:** Set up a designated first aid station centrally located and easily accessible on the festival grounds. The station will be staffed by trained medical personnel equipped to provide immediate assistance for minor injuries and medical issues.
2. **Ambulance Services:** Arrange for the presence of ambulance services on-site or near the festival grounds to provide rapid transportation for individuals requiring urgent medical attention.

Communication and Emergency Response:

1. **Emergency Communication Channels:** Establish clear communication channels between medical personnel, event organizers, and local emergency services to facilitate rapid response and coordination in the event of a medical emergency.
2. **Emergency Response Protocols:** Develop detailed protocols outlining the steps to be taken in the event of a medical emergency, including procedures for activating emergency services, providing on-site medical treatment, and managing crowd control.
3. **Public Awareness:** Educate attendees about the location of first aid stations, medical tents, and emergency contact information through signage, announcements, and event programs.

Post-Event Evaluation:

1. **Medical Incident Reporting:** Document and analyze medical incidents occurring during the event to identify areas for improvement and inform future medical planning efforts.

- 2. Medical Team Debriefing:** Conduct debriefing sessions with medical personnel to review response protocols, identify successes and challenges, and gather feedback for enhancing emergency medical care in future events.

By implementing this emergency medical care plan, we aim to ensure the safety and well-being of all attendees at the Lone Star Celtic Festival and Highland Games by providing timely and effective medical assistance in the event of emergencies.

Supervision of Minors Plan for Lone Star Celtic Festival and Highland Games

Objective:

Ensuring the safety and well-being of minors attending the Lone Star Celtic Festival and Highland Games is of utmost importance to us. This plan outlines our comprehensive approach to supervising minors throughout the event, including the implementation of a "white wristband" system to facilitate quick reunification with parents or guardians in the event of separation.

Pre-Event Preparation:

1. **Parental Awareness:** Communicate with attendees upon entry into the event about the importance of supervising minors and provide information about the "white wristband" system.
2. **Volunteer Training:** Train event volunteers how to assist lost minors and initiate the reunification process.
3. **Wristband Distribution:** Procure white wristbands and make them readily available at designated entry points or information booths for parents or guardians to obtain and write their contact information.

On-Site Supervision:

1. **Designated Meeting Points:** Establish clearly marked meeting points throughout the festival grounds where minors can go if they become separated from their parents or guardians.
2. **Volunteer Assistance:** Assign volunteers wearing bright yellow shirts to patrol the event grounds and aid lost minors. These volunteers will be trained to approach any minor wearing a white wristband and initiate the reunification process.
3. **Lost and Found Center:** Designate a central location as a lost and found center where parents or guardians can inquire about lost minors and where minors who are lost can be taken for assistance.
4. **Continuous Monitoring:** Maintain continuous communication among event staff and volunteers to monitor any incidents involving lost minors and coordinate response efforts promptly.

Reunification Process:

1. **Identifying Lost Minors:** Instruct minors who become separated from their parents or guardians to seek assistance from any volunteer wearing a bright yellow shirt.
2. **Contacting Parents/Guardians:** Volunteers will assist lost minors by providing their contact information from the white wristband. They will then call the parent or guardian's phone number provided to inform them of the situation and arrange for reunification.

3. **Supervised Reunification:** Once contact is made with the parent or guardian, volunteers will supervise the reunification process to ensure the minor is safely returned to their designated caregiver.

Post-Event Evaluation:

1. **Feedback Collection:** Gather feedback from parents, guardians, and volunteers regarding the effectiveness of the supervision plan and the reunification process.
2. **Incident Analysis:** Review any incidents involving lost minors to identify areas for improvement and update protocols accordingly for future events.

By implementing this plan, we aim to provide a safe and enjoyable experience for all attendees, particularly minors, at the Lone Star Celtic Festival and Highland Games.

Fire Safety Procedures for Lone Star Celtic Festival and Highland Games

Objective:

At the Lone Star Celtic Festival and Highland Games, the safety and well-being of all attendees are paramount. In compliance with the 2009 International Fire Code (IFC), we have developed comprehensive fire safety procedures to mitigate the risk of fire-related incidents and ensure a safe environment for everyone participating in the event.

Pre-Event Preparation:

1. **Fire Prevention Inspection:** Conduct a thorough inspection of the festival grounds to identify potential fire hazards, including combustible materials, open flames, and electrical equipment. Address any deficiencies or hazards before the event begins.
2. **Permit Acquisition:** Obtain all necessary permits and approvals from local fire authorities to ensure compliance with fire safety regulations.
3. **Emergency Action Plan:** Develop an emergency action plan outlining procedures for evacuating attendees in the event of a fire or other emergency. Assign roles and responsibilities to staff members to implement the plan effectively.

Fire Prevention Measures:

1. **No Smoking Policy:** Enforce a strict no smoking policy in designated areas throughout the festival grounds. Clearly mark designated smoking areas away from combustible materials.
2. **Electrical Safety:** Ensure all electrical equipment, wiring, and connections follow safety standards. Avoid overloading electrical circuits and use ground fault circuit interrupters (GFCIs) where necessary.
3. **Open Flame Safety:** Prohibit the use of open flames, such as candles or torches, except in designated areas supervised by trained personnel. Implement measures to prevent the spread of fire from open flame sources.

Fire Detection and Suppression:

1. **Fire Extinguishers:** Install fire extinguishers at regular intervals throughout the festival grounds, ensuring they are easily accessible and properly maintained. Train staff members on the proper use of fire extinguishers.
2. **Emergency Communication:** Establish communication protocols for notifying attendees and staff members in the event of a fire. Use loudspeakers, announcements, and visual signals to alert attendees to evacuate safely.

Evacuation Procedures:

1. **Evacuation Routes:** Identify and mark primary and secondary evacuation routes leading away from the festival grounds. Ensure evacuation routes are clear of obstacles and easily accessible.

2. **Assembly Points:** Designate assembly points outside the festival grounds where attendees can gather after evacuating. Provide clear signage directing attendees to assembly points.
3. **Assistance for Vulnerable Individuals:** Develop procedures for assisting individuals with disabilities or mobility limitations during evacuation. Assign trained staff members to aid and ensure their safe evacuation.

Post-Event Evaluation:

1. **Incident Review:** Conduct a thorough review of any fire-related incidents or emergencies that occurred during the event. Identify any areas for improvement in fire safety procedures and make necessary adjustments for future events.
2. **Feedback Collection:** Gather feedback from attendees, staff members, and emergency responders regarding the effectiveness of fire safety procedures and emergency response efforts.

By adhering to these fire safety procedures, we aim to create a secure environment for all attendees at the Lone Star Celtic Festival and Highland Games, in compliance with the 2009 International Fire Code.