**Anything in red should be overwritten with your own events details & changed to black font**

**<EVENT TITLE>**

**Drone and Model Aircraft Policy**

This document is an Appendix to and should be read in conjunction with the Event Management Plan.

The document outlines the <EVENT TITLE> Policy in relation to both the unauthorised use of drones and model aircraft over the various event sites and also the authorised use of drones and model aircraft whether by persons given permission by <EVENT ORGANISERS> or <EVENT VENUE> or by third parties (for example news agencies) who have requested to film the event.

*The use of the terms “unmanned aircraft” (UA), “unmanned aerial vehicle” (UAV), “remotely piloted aircraft systems (RPAS) and “drone” for the purposes of this policy means any unmanned aircraft including model aircraft as defined by the Civil Aviation Authority (CAA). For the purpose of this policy we will refer to all of these devices as “drones”.*

It should be noted that airspace above an event cannot be classed as event land.

Police drone operations are exempt from this policy due to the nature of spontaneous deployments at events, however Police drone operators should make all efforts to contact the event organiser before commencing operations/flights.

**Health and Safety**

The risk from a health and safety viewpoint will be from a drone coming into contact with a person, or part of the venue infrastructure, due either to poor irresponsible flying or from an air accident, such as loss of power, control or collision. Most hobby drones only have a 20 minute flying battery lifespan which means organisers only have a 20 minute window of opportunity for interventions to be organised and put in place.

**Criminal/Terrorism**

There is also the threat of drones being used for criminal or terrorist purposes. They could potentially be used for reconnaissance prior to the event in order to identify items to steal, possible protest or terrorist targets. A survey by a drone would provide would-be criminals, protestors or terrorists essential information without having to physically enter the site. This is just as likely during the build phase of the event as it during the event days themselves.

**PART ONE – UNAUTHORISED USE OF DRONES**

**Policy**

It is the Policy of the <EVENT TITLE> not to permit (OR TO PERMIT) any drone to be launched from, land on or in any way use any land under the management of the event unless their use has been specifically authorised by the event organisers; this includes the <NAME(S) OF EVENT SITE(S)> sites and all other venues.

**Conditions of Entry**

It is clearly stated in the terms and conditions for the event and on tickets and on the event website that drone use is not permitted/is permitted at the event (delete inapplicable elements)

**Discovery/Sighting of a Drone during the event or at points of entry**

If a drone, or controls for such a device, is discovered the event organisers reserve the right to refuse admission. However, there is no power to confiscate the drone or related equipment.

**If unauthorised drone activity is detected**

* Any member of staff, marshall or person involved in the event seeing a potential launch of a drone should immediately inform <Event Control> who should log the incident and, if not already on scene, deploy necessary staff.
* If the drone pilot is identified then the staff member should approach the pilot before launch or ask him/her to cease the flight. If the drone is already in flight then the pilot should be asked to land the drone safely. **NOTE: A 30m sterile area will be needed for a legal landing of the DRONE to take place (does not apply if the drone weighs less than 250g).**
* If an unauthorised launch takes place, staff must not interfere with the pilot as it is a criminal offence to interfere with a pilot who is in control of an unmanned aircraft.
* If the drone pilot is identified but is not within an event site then consideration should be given to informing the police if the use of the drone is thought to be in breach of the CAA regulations or is thought to be putting the public in danger.
* If a drone is seen but the pilot is not identified/located then staff should be informed and asked to monitor the drone’s activity with a view to react to any potential issues and identify or locate the pilot.
* When unauthorised drone activity is identified consideration should be given to the event programme. The Event Director should be informed immediately in case the presence of a drone may place the public, animals or participants at risk.
* If it is thought that the use of a drone is likely to cause danger to life or property then <Event Control> should inform the Police immediately.
* Consideration should also be given to other measures, such as moving the public or animals to a safer location, or stopping the show/event as necessary.

**PART 2 – AUTHORISED USED OF DRONES**

There may be instances where the use of drones is authorised by <EVENT TITLE> whilst the event is in operation. These could include a contractor being hired by the event or a participant to provide aerial photographs or video for publicity or crowd monitoring purposes or a TV company being allowed to fly a drone to provide news coverage or where the Police are flying a drone to monitor crowds etc.

**Qualifications/Insurance**

* Pilots may need either or both of a Civil Aviation Authority Flyer ID and an Operational Authorisation depending on the weight of the drone. (This is covered in more detail later in this document)
* Requirements for authorisation and drone weight categories can also be found in the CAA Drone and Model Aircraft Code [The Drone and Model Aircraft Code | UK Civil Aviation Authority (caa.co.uk)](https://register-drones.caa.co.uk/drone-code)
* Insurance is a legal requirement for commercial aerial activity, and the pilot’s/operator’s insurance needs to comply with EC785/2004, which relates to the flying of unmanned aircraft. General insurances are typically not sufficient for commercial aerial work.

It is important that before authorisation is given for a pilot to operate that the pilot’s insurance and Operational Authorisation are checked by the event organisers.

Drone Pilots should be instructed to notify <Event Control> on ????? ?????? or ????? ?????? before flights are undertaken.

**<EVENT TITLE> Drone Permission**

For the <EVENT TITLE>, <NAME OF DRONE OPERATOR> has/have been engaged to use their drone to provide photographs and video of event sites <SPECIFY SITES AS NECESSARY>. Footage will also be available to event control to monitor any crowd issues using <SOFTWARE OR PROCESS e.g.Microsoft Teams>

An area within <EVENT SITE> will be identified <DESCRIBE LCAOTION OF AREA> exclusively for the launch of the drone(s). This site will be clearly signed and kept sterile by tape/barrier and public access will not be permitted.

<DRONE OPERATOR> will ensure that all necessary risk assessments have been completed and provided to <EVENT ORGANISER> at least a week before the event. <DRONE OPERATOR> will all ensure that relevant permissions are checked and confirmed with local air traffic control as necessary (see below General Information section) before any flight is made.

The drone will not be used near any assemblies, remaining at least 50m horizontally from such groups, and when flying higher than 50m (above the surface) will employ the 1:1 rule, i.e. the distance from the assembly will be at least the same as the flight height.

The main contact during the event for <DRONE OPERATOR> will be <NAME AND CONTACT NUMBER FOR LEAD PILOT>

**DRONE ACCIDENT**

The term ‘air accident’ covers mid-air collisions or near misses with other aircraft, as well as a drone striking objects (including people) or hitting the ground in an uncontrolled manner. In such a situation, the police and/or CAA will take immediate action to preserve the integrity of the scene and the event organisers will provide all assistance to aid this process. The event organisers will work closely with the police if necessary to minimise disruption and work towards a swift incident resolution.

Unauthorised or dangerous flying of a drone may result in criminal investigations by the Civil Aviation Authority and/or the police.

* If an accident occurs involving a drone <EVENT CONTROL> should be informed immediately
* No crash debris must be approached or moved unless under instruction of the Emergency Services or <EVENT CONTROL>
* Once informed of a crash then <EVENT CONTROL> will deploy any necessary medical response then inform the Event Director and the Police as soon as possible
* Management of the crash site should be undertaken initially by event staff, including the creation of a sterile cordoned off area around the site (at least 30 metres). The crash site may be defined as a crime scene by the Police/the Health and Safety Executive (HSE)/CAA
* Staff at the scene should obtain details of any witnesses (consideration should be given to whether the witnesses may be in possession of photographs or video)

**GENERAL INFORMATION**

**Airspace Restrictions**

The Civil Aviation Authority (CAA) has the authority to grant a temporary airspace restriction for aircraft, including all types of drones and only the police have powers of enforcement on the restriction.

Airspace Restriction zones may be applied for by the Police to the CAA on behalf of the <EVENT TITLE> but these would only be used where there is a high probability of danger to the public and would only cover times when the event is open to the public. It is unlikely that the police would apply for, or the CAA would grant, a temporary airspace restriction without intelligence that shows a high level of threat or danger. No application/An application (delete as appropriate) has been made for <EVENT TITLE>.

INCLUDE HERE ANY KNOWN AREA OF THE SITE WHICH FALLS WITHIN A RESTRICTED FLYING AREA (INCLUDING NECESSARY NOTIFICATIONS) OR ANY GROUND HAZARD OR SENSITIVE SITE, INCLUDING SCHOOLS, PRISONS, EMERGENCY SERVICE LOCATIONS, MILITARY SITES.

**Operator ID**

Any drone which has a camera, including sub 250g drones, must have an Operator ID that has been issued by the CAA clearly marked on them.

The Operator ID must be:

* visible from the outside, or within a compartment that can easily be accessed without using a tool
* clear and in block capitals taller than 3mm
* secure and safe from damage
* on the main body of the aircraft

An Operator ID can be checked here: <https://register-drones.caa.co.uk/check-a-registration/enter-registration-number>

**Drone Classification**

Any drone operator authorised to fly at <EVENT TITLE> will have to provide proof of CAA Operational Authorisation and therefore will have proven knowledge of the law and restrictions relating to drone usage.

In brief, any drone of whatever category cannot fly at a height greater than 120metres (400feet) above the surface. Drones, with the exception of those under 250g that are not fitted with a camera, cannot fly closer to ‘non-involved’ people than 50 metres.

The most common type of drone from a ‘hobbyist’ to fly would be drones which weigh less than 250g which fall into the A1 subcategory. This means they can legally fly over uninvolved people but cannot fly over crowds/assemblies. They still need to have an Operator ID displayed on the drone if the drone has a camera.

A drone that weighs between 250g and 2kg falls within the A2 subcategory. To fly an A2 drone the user must have a qualification known as A2 CofC (Certificate of Competency). They must also have a Flyer ID that has been issued by the CAA. This Flyer ID can be checked as per the Operator ID link above. Most drones in this category cannot fly closer than 50m horizontally to uninvolved persons (i.e. they cannot overfly uninvolved persons). However, drones weighing between 250 & 500g that are flying in the ‘A2 Transitional Category’ currently have no minimum separation from uninvolved persons but CANNOT overfly them. The Transitional Category is currently extended to 31/12/2025. There are several commonly used aircraft potentially in this category, for example a DJI Mini 2/3/4 with a larger battery or propellor guards, DJI Spark, Avata, Air, or Parrott Anafi.

If someone has a CAA OA (Operational Authorisation) this will show on the webpage when their Operator ID is checked. An operator with an OA has more flexibility in what they can do and most should have public liability insurance in place.