

## **AMG SEXUAL HARASSMENT, SEXUAL ASSAULT AND SPIKING PROCEDURE – JUNE 2022**

Academy Music Group is committed to ensuring the health, safety and welfare of all patrons when visiting its venues. We take the duty of care to customers, staff, performers, and our neighbours incredibly seriously.

This is a review of Academy Music Group procedures from ingress to reporting of incidents and egress in relation to drinks spiking and the use of sharp implements to cause puncture wounds and complaints referencing inappropriate behaviour or sexual assaults at live concerts and club events.

We work with trained security professionals, and request that they all undertake the Metropolitan Police's national recognised 'WAVE training'. Where possible we ensure that we have a mix of male and female staff.

All venues display Ask for Angela materials and all staff and security are briefed in how to handle any reports from customers.

Our venues risk assess every event and book the security, medic and support staff according to the type of event and customer profile.

We have medics or first aid trained staff on at every event, and prior to doors the security teams and medics or first aiders are given an event specific brief to ensure that they are aware of what to expect. This brief is based on previous experience across the country of different artists and audience profiles. Our staff in the venues will also look into local factors that might affect the nature of the event.

### **SEXUAL HARASSMENT**

Sexual harassment is unwanted conduct of a sexual nature. This can include whistling, sexual comments or 'cat calling', as well as non-verbal acts that include looking someone up and down, making sexual gestures and asking for sexual favours (Equality Act 2010).

'Sexual harassment' isn't considered a crime in the UK, and although covered in the Equalities Act 2010 this mainly relates to employment.

Up skirting is a specific criminal offence.

There is an overlap between criminal and non-criminal categories as some actions can be considered sexual assault and sexual harassment.

### **SEXUAL ASSAULT**

The term sexual assault refers to sexual contact or behaviour that occurs without explicit consent of the victim. Some forms of sexual assault include:

- Attempted rape
- Intentional touching of another person

- Fondling or unwanted sexual touching
- The person being touched doesn't consent to the touching
- The person doing the touching does not reasonably believe that consent exists
- Forcing a victim to perform sexual acts, such as oral sex or penetrating the perpetrator's body
- Urinating on a victim

## **SEXUAL HARASSMENT OR ASSAULT PROCEDURE**

Sexual harassment and assault can take many different forms, but one thing remains the same - it is never the victim's fault. Should any such complaint be made to a member of staff the company guidance on how to deal the situation, in order to safeguard the individual and general health, safety and welfare of patrons, is as follows:

The complainant should be taken to a quiet area to find out the nature of the grievance. Staff should remember to listen to the complainant, let them stay in control and be aware that they may have a heightened sensitivity to judgement or blame.

- A full name, age, contact details and a description of an alleged assaulter(s) should be taken.
- The alleged assaulter(s) should be identified and observed whilst details of the complaint is reported.
- Once it is clear there IS a complaint to be dealt with, the alleged assaulter(s) should be taken to one side and the identity of such person(s) must be established and at the complainant's request, the police called.
- At all times the alleged assaulter(s) and complainant along with their parties should be kept separate, and the staff dealing with each group should have no contact so as not to cross contaminate evidence
- Any witnesses should be identified and their contact details recorded.
- If the victim is under 18, parents or a responsible guardian or adult over 18 must be contacted.

In some instances the victim may not report an assault or harassment, but it is witnessed by staff or customers. It is our responsibility to intervene when something is witnessed or reported in our premises and we should encourage an atmosphere where staff and customers feel they can report any actions they feel uncomfortable with, and that they will be listened to and action taken.

## **SPIKING PROCEDURE**

On ingress we undertake thorough searches of all customers, and on over 18s events will check everyone's ID – we use this as an opportunity to assess whether the customer is in an appropriate state to attend the event, and if they are attending the right event.

If any medication or similar (Epi-Pen) for example is found on search, then medics will be called to speak to the customer prior to admission. Drugs and substances, including unmarked liquid or pill medication bottles will be confiscated. Legally prescribed medications may be permitted if in a prescription bottle/container with a chemist-generated label containing the individual's name – subject to verification via valid identification and authorized by the medic. In some circumstances the medic will suggest they hold the items until the end of the event to allow the customer entry.

Throughout each event we have medics on site, as well as having first aid trained staff from the venue. Any intoxicated customers are assessed by medics or first aiders, and either held within the venue, or supervised on front doors when it is through fresh air will be of benefit. We will ask the customers friends to stay with them, or if they are on their own we will try to reunite them with their friends.

All bar and security staff are briefed in Ask Angela, and we have posters displayed around the venues.

Our security teams have staff who aren't in fixed positions, but whose role is to walk around the venues, check toilets, stairwells and so on to ensure customers are safe and well. They will work with the medic teams to highlight any potential problems. Security are briefed to try and reunite any lone customers whenever they can.

Our venues operate a policy of no pass outs. Our front door staff are briefed to check in on customers as they leave, to ensure they are in a fit state and are leaving with people they know. If there are any concerns this is raised with the response team who will assess the situation and work with the medics if necessary.

We operate secure smoking areas using barriers, and these are supervised by security staff.

Our cloakrooms offer phone charging points, and our staff will also call a taxi for a customer if requested.

We brief to all staff that:

- A person's drink can be spiked to increase vulnerability for a variety of reasons, including sexual assault, robbery or an attempted joke.
- Drink spiking can be slipping drugs into an alcoholic drink, adding alcohol to a non-alcoholic drink, or additional alcohol to an alcoholic drink.
- There have been reports of injected spiking in some places
- If anyone believes theirs, a friends or someone else's drink may have been spiked, or if they have a puncture wound – this report needs to be taken seriously
- The reports can be made to any member of staff, and we would encourage customers to make them as quickly as possible if they feel uncomfortable about a situation
- Bar staff are briefed to be aware of unusual requests or requests to add alcohol to another person's drink.

If a report of a suspected spiking is made, then staff are briefed to:

- Take the customer to a quiet area if they are comfortable with it.
- Listen to the allegations.
- Staff should remember let them stay in control and be aware that they may have a heightened sensitivity to judgement or blame.
- Report to Duty Manager, Head of Security and Medic immediately.
- Try and locate any friends.
- If the victim is under 18, parents or a responsible guardian or adult over 18 must be contacted.
- Alert front doors so they can prevent anyone leaving who may have been involved.

- Be observant of what's going on around and look for any evidence or perpetrators.
- If the report is of a physical spiking rather than a drink the location where it occurred should be searched for any potential implements that might have been used. Anything found should only be handled with gloves to preserve any evidence.
- Any witnesses should be identified, and their contact details recorded.
- If the perpetrator is known to them then full name, age, contact details and a description should be taken.
- If the person affected is sick, then this may be usable as evidence as it can be tested so can be put into a clean cup
- Any contaminated clothing should be kept for the police.
- If the venue has any testing kits available and there is a drink that might have been spiked, the test can be carried out and the test number and result should be logged. The drinking vessel should be kept and handed to the police.
- Before staff leave at the end of the night any incident reports should be completed.
- The victim may want the police called; in which case this should be done immediately.
- If they don't want the police called the above protocols where possible should be carried out.
- If any friends of the victim are present, then take their name and contact details. If they are trying to influence the decision over the police being called, and you have any doubts then report your concerns to the police.

#### **RESPONSIBILITY**

It is the responsibility of the General Manager to ensure that this policy is communicated to all staff and contractors in order to ensure its implementation.

This procedure should be issued to all staff, security and medics.

#### **REPORTING**

Reference to any incident should be included on the night report, but full details should be sent by a separate email should be sent to the Divisional Managers and Head of Communications and PR.