

Unite Securities Ltd

Lux Bar

Door staff reporting

Pubwatch

Both the DPS and head door person {SIA} will regularly attend Pubwatch meetings and will ensure they are in possession of updated lists of those banned from licensed premises within the area. This information is to be conveyed to all staff working at the premises.

Entry refusals

There is a right to refusal policy which permits the non -entry of persons for example either on grounds of; being under the influence of drugs/excessive alcohol, being under age and/or unable to provide identification, not adhering to the dress code, or another suspicious behaviour or apparent threat from the individual. Refusals are recorded and retained on file for reference.

Incident Book

There will be an incident book kept at the premises and completed on any occasion an incident takes place, this book will be maintained by door staff and signed off by both the head door person and the DPS. This is to be made available to all Responsible Authorities on request.

Security staff identification

The door staff profile will consist of identification for the member of staff. A copy of his/her SIA badge, Passport or driving Licence. If the proof of identification is anything older than the photo driving licence, then the member of staff will need proof of address, which must be a copy of a utility bill and dated within the last six months.

Security staff visibility

The Premises Licence Holder shall ensure that Door supervisors stationed outside the premise will wear hi-visibility jackets/coats, and will have their SIA badge held in a clear arm sleeve. Door Supervisors inside the premises will wear hi-visibility waistcoats, again with their SIA badge held in a clear arm sleeve.

Last entry policy

The latest time that any individual will be allowed to enter the premises is 0100 hrs; there is to be a zero tolerance policy to entry after this time.