

# PARADE GUIDELINES

1. All floats must be pulled by a vehicle driven by an adult over age 21. **Absolutely NO student drivers.** If the pulling vehicles are owned by volunteers, we will need the same insurance information from them as if they were driving on a field trip (i.e. a certificate of insurance with limits of \$100,000 per person bodily injury/\$300,000 per accident/\$50,000 property damage.). Drivers should also submit a DMV driving record print out to the District (there is a small fee for the parent to do this).
2. All floats that carry students must have an easy to reach handrail or barrier 48" high for students to grip to prevent from falling. Float speed should not exceed 5 miles per hour.
3. **No one (students, staff or volunteers) may ride in the back of pickup trucks.** We understand the Homecoming Court rides in the back of convertible vehicles. This is acceptable provided the students stay seated until the vehicle is on the track, and the vehicle does not exceed 5 miles per hour while students are sitting on the top of the backseat.
4. We need to know where the parade of floats will be. Will it only be driven around the track? If so, we need to be sure no one gets on floats or in the back of convertibles until they are on the track. (note: going over the hump onto the track can be a problem with passengers)
5. Decorations often block the driver's view; therefore, we need spotters for each float to ensure everyone is either on or off before the vehicle moves. Staff spotters are also recommended during the parade to prevent horseplay that could cause a fall.
6. Supervision is very important in all phases of the float process. Be sure we know where floats are being built, especially if offsite, and what is going on in the building process that might be a dangerous situation for students.
7. Be sure to have permission slips for all students participating in the parade. These should clearly state if the student is riding on a float.

## **Parade Guidelines Quick Reference Sheet** **An easy reference guide to the different parade types and guidelines for all.**

| Parade Type            | Allowable  | Licensed Driver Over 21 Not Student driving | Insurance for Volunteer Drivers (\$100.00 bodily injury-\$300,000 accident-\$50,000 Property damage) | Handrail/Guard Rail or Barrier (48"high) | Allowable Speed                                       | Spotters Required | Permission Slips-clearly explain type of parade and what students will be doing |
|------------------------|------------|---------------------------------------------|------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------------------------------------|-------------------|---------------------------------------------------------------------------------|
| <b>Walking</b>         | <b>Yes</b> | <b>N/A</b>                                  | <b>N/A</b>                                                                                           | <b>N/A</b>                               | <b>N/A</b>                                            | <b>N/A</b>        | <b>Yes</b>                                                                      |
| <b>Convertible Car</b> | <b>Yes</b> | <b>Yes</b>                                  | <b>Yes</b>                                                                                           | <b>N/A</b>                               | <b>Not to exceed 5 mph stay seated until on track</b> | <b>Yes</b>        | <b>Yes</b>                                                                      |
| <b>Float</b>           | <b>Yes</b> | <b>Yes</b>                                  | <b>Yes</b>                                                                                           | <b>Yes</b>                               | <b>Not to exceed 5mph</b>                             | <b>Yes</b>        | <b>Yes</b>                                                                      |
| <b>Pick Up Trucks</b>  | <b>NO</b>  | <b>N/A</b>                                  | <b>N/A</b>                                                                                           | <b>N/A</b>                               | <b>N/A</b>                                            | <b>N/A</b>        | <b>N/A</b>                                                                      |