



Berkeley Unified School District

School Parade Participation Guidelines

Introduction:

Student participation in school parades is a long-standing tradition, which can vary from marching bands to a group of walking students and/or staff to the parading of homecoming queens and kings and student constructed floats. While parades serve as an important community event and inspirational activity for students, it is very important to recognize the risks associated with this type of event.

Guidelines:

The following recommendations are for safety and to prevent injuries to participants or spectators. These guidelines are also recommended for non-district/school organizations that may participate in a district parade. If the district/school is participating in another organization's parade, these guidelines should be followed at a minimum.

Administration Approval:

Participation in off-site parades by students and staff should undergo an approval process that includes an evaluation by an administrator who can verify compliance with these recommendations.

An AGREEMENT FOR ACTIVITY PARTICIPATION waiver form should be obtained for all students who participate in parades.

Any incidents/accidents should be treated promptly and reported to the school or district administration.

The use of animals, large and small, should be carefully reviewed by Administration and prior approval required. It is recommended that all riding participants wear protective helmets.

Vehicle Inspection recommendations: Prior to any vehicle entering the parade, a school staff member should perform a walk around safety check of all vehicles and any riders.

School administration has the right to remove any float/vehicle/participant, at any time, based on their assessment relating to safety and security concerns, interference with the progress of the parade or any other reason that is deemed appropriate.

Parade Participants:

Parade participants must be made aware of and understand the following safety guidelines:

Vehicle & Passenger Participants:

Vehicle Drivers must provide documentation of the following in advance:

- Valid driver's license (over the age of 25)
- Proof of current insurance covering the participating vehicle
- Four wheelers (ATVs) and motorcycles should not be allowed

Procession Recommendations:

Parade entries must maintain appropriate distances (two car lengths) from the entry in front of them. Large gaps between entries can pose a safety hazard as can following an entry too closely.

In the case of an emergency with parade participants or spectators, parade participants must move to the right of the parade route to allow clear, unhindered access for emergency vehicles.

The number of people riding in a vehicle shall not exceed the number of people the vehicle is designed to carry (i.e., the number of seat belts in the car).

All floats carrying people must be equipped with adequate restraining devices (body harness and protective railings) capable of stopping anyone falling from the unit.

Vehicle Passengers:

- Participants may not jump off of or onto a moving vehicle or float at any time
- Participants may not sit, stand or ride on vehicle hoods or trunks
- Participants may not sit, stand or ride on vehicles or equipment not intended for passengers
- Participants riding on a float/vehicle may not extend their arms/legs outside of the float/vehicle

Pick-up Trucks:

No students, staff, or board members should be allowed to ride in the bed of a pick-up truck.

Flat-bed Trucks:

Participants should not be allowed to ride on the side or back of the flat bed. Riders located on the flat bed must be secured with adequate restraining devices (body harness and protective railings) capable of stopping anyone falling from the unit.

Convertible Vehicles:

Parade participants should never be allowed to sit on the back edge or top of the back seat of a convertible automobile. Instead, riders should be seated and belted in the car seats.

Bicycles/Skateboards/Scooters:

Any participant riding bicycles, skateboards, or the like must wear appropriate protective gear, including helmets.

Walking or Marching Participants:

Should remain a safe distance away from all motorized vehicles.

Should be supervised by adults at least at each corner of the group as it marches in the parade.

Supervisors walking along with groups should monitor participants for physical exhaustion and heat exhaustion signs. Adequate water should always be readily available to participants and supervisors.

Participation Conduct:

Throwing of items (including candy, beads, and balloons) to the crowd by participants is considered unsafe and not recommended

The use of water guns, silly string, etc. to be dispensed from the parade participants is considered unsafe and not recommended

Participants may walk along the sidewalk and hand out items such as trinkets or candy. However, supervisors should closely monitor to prevent enticing observers (especially small children) onto the parade route

No alcohol, drug/controlled substance or tobacco use OR presence is allowed at any time

All participants in the parade must sign and return the AGREEMENT FOR ACTIVITY PARTICIPATION waiver form to school or district administration in order to participate.