

Risk Management Guideline

Parades On & Off School Sites

Background:

CRSIG recognizes that participation in parades by student groups contributes to student body spirit, cohesion and for students, partnerships with the community and that participation in parades is long standing community practice. On-site and off-site parades may include the marching band, groups of walking students and staff to the parading of homecoming queens and kings and student constructed floats. For school administrators, advisors and support staff, it is very important to recognize and manage the risks associated with parades and the danger they pose to students and staff

Recommendations:

Participation in on-site and off-site parades by students and staff should undergo an approval process that includes an evaluation by an administrator who can verify compliance with the CRSIG Risk Management Guidelines.

GUIDELINES:

- 1) No students, staff, board members should be allowed to ride in the bed of a pick-up truck.
- 2) If a flat bed truck is utilized:
 - No individuals should be allowed to ride on the side or back of the flat bed with legs dangling off the sides of the flat bed.
 - If riders are located on the flat bed, the flat bed needs to have installed a barrier high enough to prevent a fall off the sides or back of the bed during sudden stops or starts.
- 3) 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.
- 4) The use of animals large and small should be prohibited.
- 5) Drivers of all vehicles in the parade should be licensed adults over the age of 25.
- 6) Prior to any vehicle entering the parade, a school staff member should perform a walk around safety check of all vehicles and any riders.
- 7) Marching bands and demonstrations in a parade should be supervised by adults at least at each corner of the group as it marches in the parade.
- 8) 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.
- 9) A Parent Permission Form for Field Trips or Excursions should be obtained for all students who participate in parades.