



## HAVERFORDWEST FESTIVAL WEEK

### CARNIVAL PROCESSION RULES

1. Every procession vehicle will provide one steward/marshall to ensure the safety of persons travelling on the vehicle or trailer. You are asked to comply with the carnival health and safety risk assessment policy statement.
2. All motor vehicles and trailers must have at least third party road risk insurance and be covered for Social, Domestic and Pleasure use.
3. Floats must not exceed an overall width of 11 feet.
4. Floats must not exceed an overall height of 20 feet.
5. To be eligible for judging, the float entry form must be submitted to the procession organiser prior to the parade.
6. A signed entry form is your guarantee to abide by the rules for the procession entry set out by the carnival committee.
7. This also applies to the nominated judges' decision.
8. Floats entering the procession are asked to arrive at County Hall (PCC) car park where the procession co-ordinator will be in attendance to direct them to their place number in the procession.
9. We would also specify that the procession will depart PCC carpark at 13:30 promptly and we would ask that you arrive by 12:00 hours. You will be able to enter the car park of PCC from 11:30 hrs.
10. All drivers will be subject to a safety briefing conducted at 13:00 by the Carnival Co-Ordinator should there be a need to disrupt the procession for Emergency Purposes.
11. Walkers are not permitted to walk in front, alongside, or behind floats or cars during the carnival procession.

#### Vehicle Steward/Marshalls

- 1 -Will be responsible for safety of persons travelling on their float from the time of the line up in County Hall carpark to the end of the Carnival procession.
- 2 -They will carry out a safety check of their vehicle/float with regard to the safety to seating, side rails, stability of stage props and items carried ( a form will be provided on the day).
- 3 -They will check tow bars, electrical and other equipment prior to Procession move off at 17.30.
- 4 -They will watch their vehicle occupants and the crowd whilst moving to discourage the throwing of bottles, coins or of other missiles of any sort. They will encourage the use of collecting boxes.
- 5 -In the event of a road traffic accident, collapse of a float or other major incident, the Procession will stop, the vehicle Marshal will ensure safe evacuate of their float and call for assistance of Police, Fire, Ambulance or tow the vehicle as necessary. Most services will be part of the Procession.
- 6 - Float Marshalls will wear high visibility jackets at all times.
- 7 - Float Marshalls will ensure their floats follow directions of the Carnival Co-ordinator at all times.