

2019 PARADE GUIDANCE NOTES AND SPECIFICATIONS

PARADE FLOAT GROUPS



Version 1: December 2018

Welcome to the Pride in London Parade – one of the largest and most colorful parades in the world! It's not just any parade, it's the Pride in London Parade!

We want you and everyone watching the Parade to have a fabulous time.

To ensure this, below you'll find the list of key requirements specifically for Parade float groups. This has been designed based on our experience, feedback and consultation with the Metropolitan Police and Greater London Authority and is in addition to our [code of conduct](#). Please remember buses are not accepted as floats, and an exception request must be submitted if you require a bus to the board of Pride in London.

Before we get started...

- Check [our website](#) to ensure you are viewing the current version.
- Ensure all members of your group have read and understood the following.
- Use the opportunity to find out more at one of our Parade Briefings or by emailing parade@prideinlondon.org – where we aim to respond in five working days.

29 steps to a successful Parade

WRISTBAND ENTRY

For reasons of public safety;

1. Each parade participant must wear an accredited Pride in London Parade wristband.
 - a. It is the group's responsibility to collect the wristbands before the parade day from our central London location.
 - b. The organizer of the parade group is responsible for distribution of wristbands to the parade group before arrival at parade entry.
 - c. Children are required to wear wristbands from the group's allocation.

AGE LIMITATIONS

For reasons of child protection;

2. Children under 16 years old must be accompanied by an adult who will be responsible for them for the duration of their time at the event.
 - a. If you have children attending, please ensure your group has a child protection procedure in place.

ARRIVAL TIME

To ensure the Parade run's on time (no one likes waiting);

3. All members of the Parade group must arrive at the parade entry point in the allocated time window.
 - a. Parade groups vehicles must arrive at entry in the allocated window.
 - b. Walking group member of the parade entry will have a later arrival window than the float.

WHO CAN ATTEND

For reasons of public safety;

4. Only people wearing a wristband are able to be in the Parade.
5. Pets or animals are not allowed to attend either the Parade or form up area.
 - a. Assistance animals are of course allowed in the parade and form up area.

PARTICIPANTS REQUIREMENTS

For reasons of health and safety, smooth running, local and national laws;

6. Parade participants must not be drunk or under the influence of drugs.
 - a. Anyone seen taking illegal drugs will be reported to the police.
 - b. Glass bottles or drinking glasses must not be brought into the form up area or parade.
7. The minimum amount of dress worn is equivalent to standard swimwear.
8. No obscenities or offensive material can be presented in the Parade.
 - a. If you think it could offend or not sure, don't do it.
9. Keep the pace and ensure minimal gaps between you and the next group.
10. Keep our streets clean and take away rubbish with you.

LIMITATIONS ON ACTIVITY

For reasons of clean-up costs, the environment and licensing;

11. Soliciting donations or the collecting of money is prohibited.
12. The distribution or use of confetti, smoke or adhesives (such as stickers or similar) is not allowed.
13. Sampling, handing out merchandise or other items **must be granted permission in advance**. Get in touch.
14. Music is permitted to be played, at a reasonable volume on the parade route only, not in the form up area.

VEHICLES

For the safety and security of the event, and for the vehicle to be approved to be in the Parade:

15. All vehicles must be;
 - a. Legally roadworthy (MOT)
 - b. Insured
 - c. Taxed
 - d. Within the correct maximum size category as paid for on the application (**must be under 4.5 meters high**, but length depends on application and approval of vehicle).
 - e. The float design must have been submitted, reviewed and approved by pride in London.
16. Each vehicle must have a driver and co-driver
 - a. The co-driver does not need to be able to drive the vehicle, but must be over 18 years of age.
 - b. Either the driver or co-driver must be in the vehicle at all times.
 - i. Either the driver or co-driver can leave the vehicle one at a time for comfort breaks

but not together.

- ii. The doors of the vehicle must be locked to prevent people other than the driver or co-driver entering the vehicle at any time, and as soon as possible after the driver or co-driver leaves the vehicle.

17. The group lead must provide the following details on the parade portal before the 22nd of June 2019 for the driver and co-drivers;

- a. The name
- b. Driver's license number (not required for the co-driver)
- c. Home Address
- d. Mobile phone number that will be used on parade day
- e. Consent for the police to perform a database check on the vehicle, driver and co-driver.

18. The vehicle will be checked on the day in the form up area for basic health and safety adherence.

ITEMS RELATING TO YOUR VEHICLE

19. Any generators must be diesel or battery powered

20. Electrical items must be PAT tested and certified

21. CO2 or powder fire extinguishers need to be located on your float

22. All materials used on or attached to a float or vehicle must be fireproofed

23. Decorations must be firmly fixed to the float so that they won't slip, move or fall during the Parade.

24. Nothing must protrude from the side of the float

VEHICLE STEWARDSHIP

25. All groups entering a vehicle must provide wheel stewards

- a. One steward per wheel
- b. One ahead of the vehicle
- c. One behind the vehicle

26. Wheel stewards;

- a. Must arrive with the vehicle in the correct vehicle arrival window, not at the later arrival window for walkers.
- b. Are not counted as part of your allocation of wristbands, and extra wristbands will be provided for them, as well as the driver and co-driver.
- c. Will be required to wear a hi-vis t-shirt which will be provided by Pride in London.

27. Members of the parade group;

- a. May not board or leave the vehicle after the parade starts moving.
- b. Who are not on the vehicle, other than the wheel stewards, must follow behind the vehicle, and not pass down the sides or move in front of the vehicle.

28. **All groups leaders with a vehicle must attend a parade briefing.**

GENERAL

29. All parade participants must follow the guidance and requests by the Pride in London volunteers and other event stewards or security who are trained to ensure the safety and enjoyment of the Parade for all.

Thank you. We can't wait to see you on Saturday 6th of July 2019