



# Wisconsin 4-H Policy for Participation in Parades

Updated September 2021

Wisconsin 4-H is committed to providing safe and healthy environments for youth and adults participating in 4-H programs and activities. Preparing floats and participating in parades can be a fun way to promote 4-H, AND there are risks associated with these activities. This policy brief outlines expectations for managing risk associated with vehicles used in parades as well as youth and adults riding on vehicles or walking in the parade.

## Floats and Float Vehicles

- A float must be towed by a vehicle (car, truck or tractor) in a parade.
- The towing vehicle must be insured and all insurance follows the towing vehicle.
- Float beds must be sturdy and capable of carrying the weight to be imposed.
- Floats must not be overcrowded.
- The float vehicle must be properly serviced for gasoline, water, oil, brakes, tires and battery prior to entry into the parade. No extra gasoline, other than in the vehicle's tank, can be carried on the float vehicle.
- Decorative material and the parade structure must be kept clear of the exhaust system of a motorized float.
- Portable generators must be used in accordance with the manufacturer's operation and safety instructions.
- Portable generators shall be secured to the parade float. Re-fueling of generators will not be permitted.
- Floats must be equipped with portable ABC fire extinguisher.

## Authorized Float Drivers

- The float must be driven by a Wisconsin 4-H staff member or volunteer 21 years of age or older and an authorized driver by the University of Wisconsin - Madison.
- Floats must be escorted to and from the parade site. If unescorted, proper running lights should be attached to the float vehicles.
- The driver must have a clear field of view to avoid other floats and the crowd. If the driver needs to back-up your parade float, the driver should have sufficient personnel to guide the float.
- Owner/operators of towing vehicle must be insured for use in parades:
  - Tractors – must confirm their farm policy will extend to use of tractor in parade.
  - Automobiles – must confirm their policy does not exclude use in parade.
  - Coverage requirements –
    - ✓ \$1,000,000 per Occurrence General Liability (for tractors or vehicles not covered by standard automobile coverage)
    - ✓ \$300,000 Auto Liability limits combined single limit or umbrella policy.
- 4-H leaders should ask if their parade has special event coverage for the parade participants. This should be noted in any incident report arising from parade activities.

## ATVs and UTVs

- Extension Staff or Volunteers 21 years or older who are Authorized Drivers can operate an ATV or UTV in a parade if the operator follows manufacture guidance for operation and towing. Owners are responsible for insuring their vehicles.

## **Float Riders**

- No one is permitted to ride on the float as it is transported to and from the parade site.
- No children under 12 will be permitted to ride on a float without adult supervision.
- Two adults are encouraged to ride on floats with youth participants.
- All passengers standing or sitting on the float must have handholds or some other secure supports (i.e. railing) while the float is moving.
- No riders will be allowed to ride on the edge of the float. Any float with riders or articles hanging over the edge, before or during the parade will be subject to removal.
- 4-H members and volunteers must get on the float at the beginning of the parade and get off at the end of the parade. Getting on and off during the parade is not allowed.
- Items cannot be thrown from the float including spraying water/other fluids at spectators.
- To distribute candy or other items during a parade, 4-H members or adults must walk along the float at a safe distance (minimum 6 feet) to provide items to spectators.

## **Bicycles in Parades**

- Youth and adults who ride bikes in parades must wear helmets.
- Youth under the age of 12 biking in a parade with a motorized vehicle must have adults walking with or biking along with youth.

## **Horses in Parades**

- Horses must be ridden by a Wisconsin 4-H member or Wisconsin 4-H volunteer. Friends or youth who are not members of 4-H may not ride a horse in a parade representing 4-H.
- Only one person may be on a horse; no double riders.
- The horse must be controlled through the use of bridle and reins.

## **Other Animals in Parades**

- Dogs or other animals must be on a leash or haltered and kept a safe distance from spectators.

## **Pre-parade Safety Meeting**

Parade participants must hold a safety meeting prior to the parade to review these expectations and specific parade rules established by the parade organizers. Additional topics could include:

- Identifying hazards and planning a strategy should an unexpected incident occur.
- Identify the location of the fire extinguisher and know how to shut off the generator and other electrical equipment.
- Identify a method to alert the driver to stop in the event of an emergency.