

Briefing

Ensure you hold or take part in a briefing session before you leave your build home – being well informed is critical.

Discuss your route. Who is responsible and for what?

What tasks do you have to do?

Confirm that your Risk Assessments and Safety Method Statements are valid.

Following these documents keeps you and your carnival family **SAFE**.



Driver and Road Crew Checks

Help your drivers perform their **Vehicle Daily Checks**.

This will speed up the process and ensure you **all** have confidence that **your** entry is in the best possible condition.

Don't forget the driver is Ultimately Responsible for the entry whilst on the road.

Lead Vehicles

Fill in your Lead Vehicle documentation and carry out your checks

You are there to warn other road users of our presence, but you must drive within the law.

You are not authorised to direct or alter the flow of traffic.



Coupling up / Decoupling

This is one of the most dangerous parts of our activities.

Always follow your clubs written procedures. You are at risk of crush & collision with moving vehicles unless you position yourself (and others) correctly.

If you are not involved in the procedure, stay back, and keep the public at bay.

When coupling or decoupling, ensure you have sufficient levels of lighting and make sure you can be seen

Be Seen Be Safe

Procession Duties

- Wear appropriate PPE to include high visibility clothing, consider the use of gloves and steel toed shoes.
- Be in control of your own personal safety don't put yourself in harms way.
- Keep the crowd back and maintain a safe distance. Call the driver to STOP the entry rather than compromise safety.
- Ensure the cast are safe, fit and well at all times. Where a cast member is in distress call for the driver to STOP until such time that the situation is resolved.
- Monitor the entry for defects at all times including loose parts and make yourself familiar with emergency stops and switches.
- Monitor draw bar areas whilst moving and maintain these areas as 'no-go' utilising physical flexible barriers to prevent entry. Stop your entry if you need to gain access.

Communication

Ensure you have an effective communication procedure whether this be radio, hand signals, torches or similar.

Do you know how to stop your entry quickly either in an emergency or to prevent an incident ?

Remember you are an extension to the eyes and the ears of your driver. They are relying on **YOU!**

