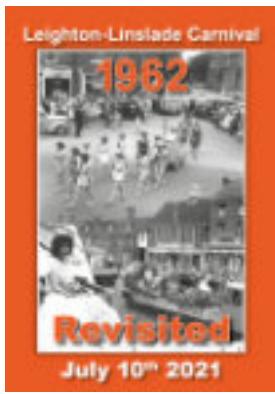


Leighton-Linslade Carnival

Procession Rules 2021

1. All entries forms must be returned by the Sunday preceding Carnival Day.
2. All entries must be accompanied by a completed Risk Assessment.
3. All persons enter the procession at their own risk.
4. Leighton-Linslade Carnival accepts no liability for any injury, loss or damage to persons or property at any events organised for or by them.
5. It is the responsibility of entrants to ensure appropriate insurance cover is obtained.
6. Entries must be for the class that is applicable. Entries that are entered into an incorrect class will be transferred to a more appropriate class. The Procession Organiser's decision will be final in this respect. Every effort will be made to notify the entry but this may not always be possible.
7. One person per entry is to be authorised and named as the Responsible Person, and will be responsible for both float and participants, and compliance with the Rules. The Responsible Person must ensure that all participants connected with the entry are aware of the Rules and Conditions of Entry. This person should be present whilst the entry is at the assembly point, during the procession and, in the case of a vehicular float, in Chartmoor Road until the entry leaves.
8. Each procession entry must nominate an adult (or adults) to walk alongside the entry and act as a steward during the procession. This person should attend the briefing on the Thursday prior to Carnival and will automatically be registered as a member of Leighton-Linslade Carnival.
9. Please obey marshals' instructions; they will not have time to explain the whys and wherefore but all decisions are made for the good of the carnival as a whole. Public and participant safety is their prime concern at all times.
10. Entries must be in the assembly area by 10.30am.
11. Entries should check in with the Procession Organiser on arrival at the Assembly Area, when Entry Number cards will be issued. These must be displayed in the front window of floats, or be visible with walking/cycling entries, for judging purposes, and be returned to the control point when the procession arrives in Parsons Close.
12. If an Entrants arrival is delayed please contact the Procession Organiser on a number that will be supplied before Carnival day and every effort will be made to include you in the procession.
13. Entries must stay in the position allocated at the Assembly Area until called into procession order by a Marshal.
14. No alcohol is to be carried on or with the Entry or to be consumed by entrants.
15. Distribution of articles can only be made by walkers and not from vehicles. No items to be thrown from vehicles.
16. Judges will bear the Carnival theme in mind when judging procession entries. Any entry not on theme will lose marks.
17. The Judges decision is final and entrants must not approach the judges in order to discuss or dispute the judgement.
18. Under the terms of the street collection license issued to Leighton-Linslade Carnival, collection of monies on the procession route can only be done for Leighton-Linslade Carnival funds. No other collecting or fundraising is permitted.
19. Entries must make every effort to keep up with the flow of the procession to avoid undue gaps appearing in the procession.
20. In the event of emergency, Entries should pull over to the left hand side to allow emergency vehicles to pass, and the Procession Organiser informed on the supplied telephone number.
21. Vehicle breakdowns should be reported to the Procession Organiser on the supplied telephone number.
22. No float may be dismantled in Chartmoor Road.
23. Entries disregarding rules and conditions of entry will be reported to the Procession Organiser and may result in points being deducted or disqualification and removal from the procession.
24. Leighton-Linslade Carnival reserves the right to refuse or remove any entry that they consider to be unsafe or to present a danger to the public.
25. Trophies are to be returned by 30th June of the following year.

All procession entries must comply with the Government Covid restrictions that apply in July 2021. These must be adhered to in the preparation and dismantling of floats as well as participation in the procession itself, including number of people on the float.



Leighton-Linlade Carnival 2021

Procession Booking Form

Leighton-Linlade is a membership organisation (no membership fees payable). Contact details entered on this form will be stored on Leighton-Linlade Carnival membership database, and will only be used for purposes related to Carnival, It will not be shared with other groups or organisations.

The theme for Carnival 2021 is “1962 Revisited”

The vehicular Procession will assemble in Mentmore between Cedars Way and Tiddenfoot Country Park, and will depart at 11.30am. Judging will take place from 11.00am. Walking entries will assemble on the grassed area on Soulbury Road by Bideford Green by 11.00am.

Your attention is drawn to rule 22, “No float may be dismantled in Chartmoor Road”

Cash prize will be awarded for 1st places in each category

Floats will disperse from Chartmoor Road, where the procession will end, after the results of judging are announced.

Name of Organisation	
Contact Name	
Contact Telephone	
Contact Email	
Contact Address	
Section Entered (please circle)	A - Schools
	B - Open / Commercial
	C - Walking / Cycling
	D - Children's Organisations
	E - Private Vehicle

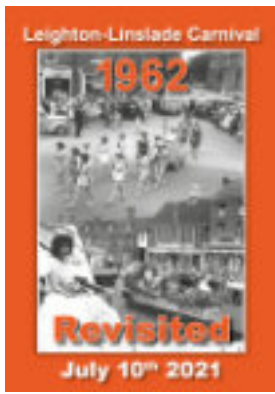
I have read, and accept, the rules published with this form

Signed

(please print name)

Please complete (in block capitals) and return this form, by the Sunday preceding Carnival, with the risk assessment, to:
Mark Freeman, 7 Station Road, Linlade, Leighton Buzzard LU7 2NA

Final details regarding the event will be issued during the week before Carnival.



Leighton-Linlade Carnival 2021

Procession Booking Form - Page 2

Leighton-Linlade is a membership organisation (no membership fees payable). Contact details entered on this form will be stored on Leighton-Linlade Carnival membership database, and will only be used for purposes related to Carnival, It will not be shared with other groups or organisations.

Name of Organisation	
Responsible Person Name	
Responsible Person Telephone	
Responsible Person Email	
Responsible Person Address	
Responsible Person as in Rule 7 (in Section E this will be the driver): "One person per entry is to be authorised and named as the Responsible Person, and will be responsible for both float and participants, and compliance with the Rules. The Responsible Person must ensure that all participants connected with the entry are aware of the Rules and Conditions of Entry. This person should be present whilst the entry is at the assembly point, during the procession and, in the case of a vehicular float, in Chartmoor Road until the entry leaves."	

Nominated Steward Name	
Nominated Steward Telephone	
Nominated Steward Email	
Nominated Steward Address	
Nominated Steward as in Rule 8: "Each procession entry must nominate an adult (or adults) to walk alongside the entry and act as a steward during the procession. This person should attend the briefing on the Thursday prior to Carnival and will automatically be registered as a member of Leighton-Linlade Carnival."	
Please note - entries in Section E do not need to provide a walking steward, but the driver should attend the briefing.	

Leighton-Linlade Carnival will hold personal data about you including your name, postal address, phone number(s) and an email address. We will keep your data for a maximum of five years unless there is a specific reason to retain it. Data you have shared with us will not be shared with any external parties without your permission and will only be used to contact you for matters related to this event.

Leighton-Linslade Carnival Procession Risk Assessment

RISK ASSESSMENT DECLARATION (To be signed by all applicants)

I (we) the undersigned identify that the above risk assessment is appropriate for the procession entry I have requested at Leighton-Linslade Carnival on Saturday 10 July 2021, or I attach a full risk assessment of my own. I agree to abide by all the control measures identified, and to make further controls where appropriate in respect of the activities I am planning to undertake at this event. I (we) take full responsibility for identifying and controlling any risks arising from my proposed activity, and for any incident or loss arising, under any circumstances, from our activities at the event.

Signed

Printed name

On behalf of

Date

CARNIVAL PROCESSION ROUTE

Depart **Mentmore Road**
 left into **Cedars Way**
 left into **Wing Road**
 right into **Bunkers Lane**
 left into **Himley Green**
 into **Derwent Road**
 right into **Soulbury Road**

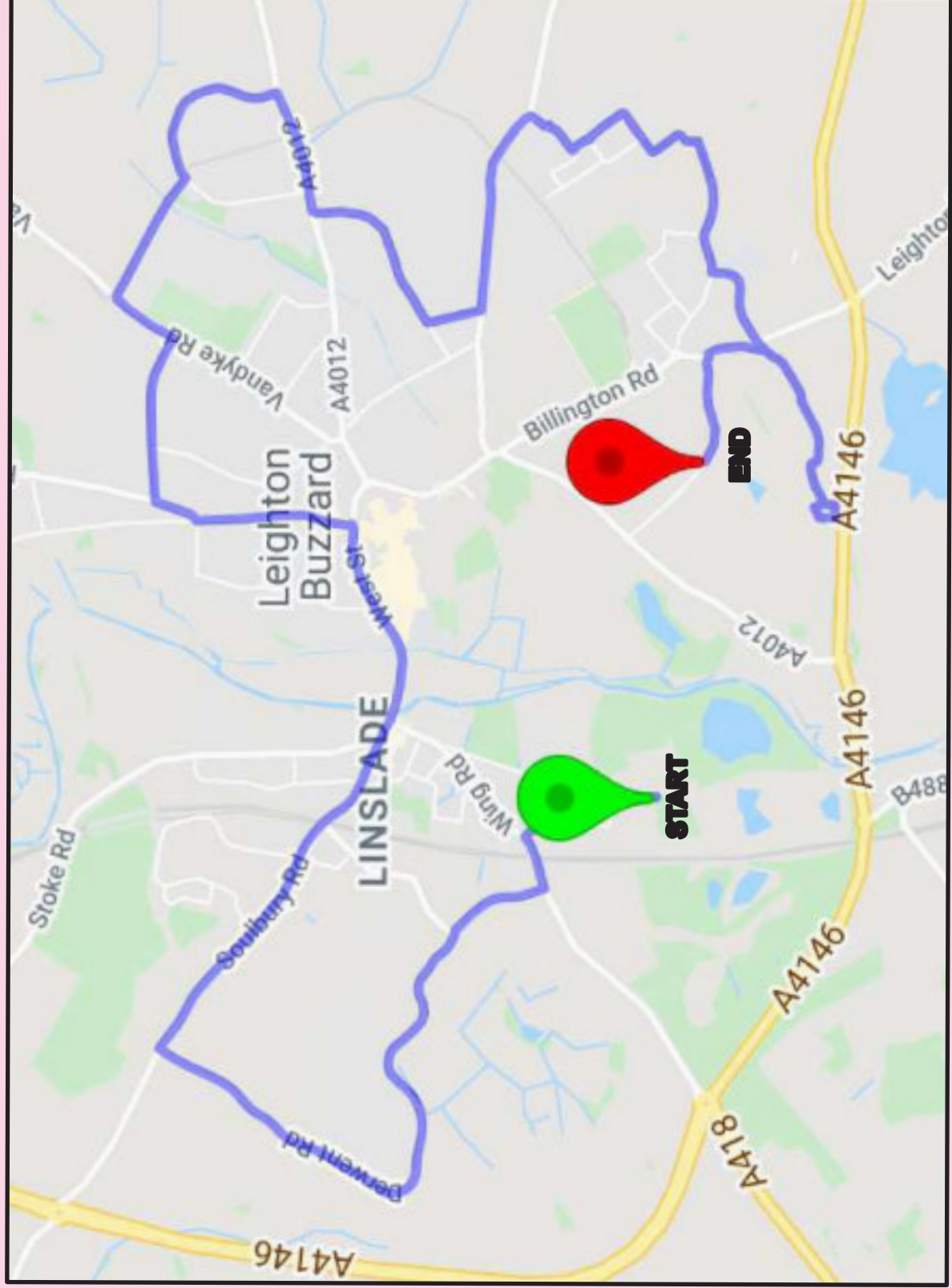
(Walkers join here)
Soulbury Road
 into **Old Road**
 into **Leighton Road**
 into **West Street**
 left into **North Street**
 into **Church Street**

into **Heath Road**
 right into **Clarence Road**
 Left into **Vandyke Road**
 right into **Meadway**
 left into **Appenine Way**
 rest break outside
 Beadesert Lower School

(Walkers leave here)

right into **Hockliffe Road**
 left into **Brooklands Drive**
 left into **Brooklands Avenue**
 left into **Stanbridge Road**
 right into **Roundel Drive**
 left into **Nicholson Drive**
 right into **Trent Way**
 into **Moorhouse Way**
 enter **Astral Park** via gated
 access exit into Johnson
 Drive

into **Johnson Drive**
 left into **Kestral Way**
 cross **Billington Road**
 into **Theedway**
 left into **Vesta Grove**
 into **Bellona Drive**
 loop round **Moneta Rise**
 return down **Theedway**
 Left into **Billington Road**
 Left into **Chartmoor Road**
 disperse at finish point



The route may be varied on the day
 dependent on prevailing highway
 situation. Any changes will be notified on
 our website and social media.