



Would you like to be part of the Lord Mayor's Show Parade 9th November 2019?

We would like Girlguiding Sussex Central to be represented geographically - and therefore as there are so few places available (36) we are looking to select from **each Division**, one **Guide or Ranger** unit to participate (LMS rules state that girls must be over 10 years by end of July to participate), for safety & security the Core Team have decided that each nomination must have one responsible and fully committed leader who is prepared to bring 4 girls, well known to her, from her **own** unit. This leader will be expected to attend all the organisation meetings which will be held from March until the event itself in November. We appreciate this does exclude many adults who would otherwise have wanted to be in the parade but it is extremely important to have as many youngsters as is safe as we are a girl-led organisation.

Selection by the Core team in consultation with the appropriate Division Commissioner will be based on the following criteria which **MUST** be satisfied

- The unit **MUST** have taken or be taking part in the LMS challenge and have shown interest in the event and in London.
- The unit will need to be available all day (Saturday 9th November 2019) with an early start
- The unit must provide 1 **committed** leader and 4 girls (reserves are permissible until end of Aug) - due to the nature of the event it is expected Guide units, will consider to older girls.
- The leader must know the girls well, as they will be fully responsible for their girls' safety before, during and after the event.
- Girls selected must also have **full** publicity rights as this is a global media event with general public taking photos.
- Girls must be prepared to be **outside from at least 9:30am until 4pm** in whatever weather **and to walk a distance of approx. 4 miles over about 3hrs**, with a lunch break halfway through. **The route is a mixture of inclines.** (Those with walking disabilities can be considered if they have suitable mobility equipment, however, we are unable, to allocate extra places for 'carers')
- All must be prepared to answer the Health & Wellbeing questionnaire below if selected.

We will need absolute commitment by the leader by the beginning of March 2019 and the girls by end of July. No-one can be swapped into the parade after August as full security checks are performed on every participant for obvious reasons. And we don't want valuable places to be vacant. Leaders and Girls should be comfortable in crowds and in order to ensure absolute security we will ensure everyone in the parade representing Girlguiding is clear what the arrangements are in the unlikely event of an incident.

Leaders' responsibilities include

- Being the focal point for her girls, for all paperwork and permissions as required i.e. event paperwork, full publicity rights, emergency contact details etc. and that they are

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returned by all the deadlines. The consequences of this not occurring will be that the girl will not be able to participate and a valuable place will be left vacant.

- Liaising with the parents of each girl from her unit, although the Core Team will look to also hold central briefing meetings with parents as well.
- Ensuring her girls are appropriately dressed on the day for the weather as agreed with the Core Team, information as to what this will involve will be communicated later.
- Making the travel arrangements for, and supervising on the day, her girls and herself to travel to and from Sussex to the City of London, where they will meet others from the County in the parade at a pre-agreed point. As the group will be drawn from across the County it will be sensible to travel as individual units rather than travel as a big group.

The Core Team regret that it is necessary to make participation so restrictive but safety and numbers rules have changed significantly in 10 years since Sussex Central last participated and we are trying also to ensure maximum safety, fair geographic representation and enjoyment.

If you feel you **and** your unit (we cannot accept leaders without their unit) are happy to commit on this basis then please e-mail our dedicated mailbox: - sclms2019@gmail.com with your name, membership number, and your Unit name, District and Division, ***Subject:-Application to participate***

The mailbox will be open for people to submit details from 30th October, and by 31st December and we will be looking to make the 'selection' of participating leaders and their unit by 1st March at the latest in order that people can begin to prepare.

If a Division does not have an interested unit which meets the criteria then the place will be offered to another Division

If you are not selected, or you have a rainbow or brownie unit or you do not wish to participate but do want to feel part of the event - then please check out the Challenge and the badge. You can also arrange to come up and view the parade and cheer the float on or watch on TV (some units have already planning a LMS day at their local venue but make sure your venue has the appropriate TV licence!). This year the parade takes place on Saturday the 10th November 2018, but next year - our year - it is on Saturday 9th November.

If you would like to volunteer to help then please also send your name and details to the mailbox, ***Subject: - Volunteering to help***

Please include what you are volunteering to do, for example - prepare the float, make decorations, or possibly costumes, (once we know the theme), local publicity, being the overall home contact for the event, assisting in making/assembling structures, printing, providing materials, blowing up balloons, making large plastic flowers are just some examples

NB

Core Team personnel will not be bringing girls from their units - to ensure maximum focus on the event and the safety and presentation of the whole group and liaison with authorities involved.

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Health & Wellbeing

Name:

Membership number:

Please remember the event takes place in November, the weather could be cold & wet. There is no opportunity to rest during the parade except at lunchtime. It is therefore important that the following questionnaire must be returned by all once a unit is selected. Negative responses do not necessarily mean exclusion from the event

Please answer the questions below (circle 'Yes' or 'No')*

* This information will be kept for the event records only.

1. Have you ever sought medical advice for a heart condition? Yes / No
2. Do you experience chest pains? Yes / No
3. Do you lose your balance because of dizziness or do you ever lose consciousness? Yes / No
4. Do you have a bone or joint problem? Yes / No
5. Do you have high or low blood pressure? Yes / No
6. Are you diabetic? Yes / No
7. Are you asthmatic? Yes / No
8. Have you had an injury in the last six months? Yes / No
9. Do you know of any reason why you should not increase your physical activity? Yes / No
10. Do you have mobility issues? Yes / No
11. Do you have any mental health issues? Yes / No
12. Are you comfortable in large crowds? Yes / No

If you have answered 'yes' to any of the above the questions, please provide details below.

I understand that this information may be shared with the Event Coordinator/Team Leader/first aider.

SignedDate.....

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Leader / Parent/Carer (as appropriate)