



Royal Guernsey Light Infantry
Twining of Masnieres & St Peter Port
Saturday 30 November 2019

Church Parade Orders

COMMAND AND CONTROL

Organization	Designated Contact
TRBL Parade Coordinator	Lt. Cdr. T. Slann RNR
Ex Service Veterans and Parade Commander (PC)	Mr. D. L. Blatchford
Island Standards Commander (SC)	Mr. J. Guilbert
Government House	Maj. M. Ciotti
Bailiff's Office/Royal Court	Mr. A. Nicolle
St Peter Port Constables/Douzaine	Mr. D. Le Moignan
Boys' Brigade Band	Mr. S. England
TRBL Parade Marshal (PM)	Mr. G. Williams
Guernsey Police (Traffic)	Mr. M. Naftel
St John Ambulance	Ms. N. Harrison
Dean of Guernsey	Very Rev. T. Barker

SERIAL	TIME	EVENTS/ORDERS	ACTION	NOTES
1	0930	All personnel taking part muster in the Sunken Gardens		
2	0945	Personnel fall-in in the Sunken Gardens under the command of the Parade Commander and Parade Marshal	PC PM	
3	1055	Arrival of the Bailiff's party. 'Parade shun'	PC PM	Bailiff will process with the Jurats from his chamber on a given signal, dress will depend on weather No report required to The Bailiff
4	Once Bailiff's party has taken up position	'Parade, stand at ease' 'Stand easy'	PC	
5	1000	Short service led by RAF Cadets' Padre		
6	1010	Laying of wreaths		After wreaths carry standards
7	1015	The Last Post 'Parade, parade shun'	PC B.B Bugler	Dip standards Carry standards
8	1020	Service ends 'Parade, fall out'	PC	Prior to the parade falling out The Bailiff & entourage will depart the Sunken Gardens

SERIAL	TIME	EVENTS/ORDERS	ACTION	NOTES
9	O/C #8	<p>Parade to fall in on the motorcycle park behind the War memorial facing the Sunken Gardens, the head of the Parade being right of line.</p> <p>Order of Parade Boys' Brigade Band PC Visiting Units Veteran's Platoon Island Standards</p>	PC PM	Motorcycle parking suspended on west side of motorcycle park until after the parade has departed.
10	1030 (No earlier)	<p>'Parade, parade shun' 'Escorts take post' SC - 'Carry standards' 'Move to the right in column of route, right turn' 'By the left, quick march'</p>	PC & SC	Parade loops around the north end of the war memorial and down Smith Street traffic to be stopped for the short duration (CP)
11	1035	<p>Parade arrives in Church Square 'Parade halt' 'Parade will advance, left turn' 'Escorts take post' SC - 'Order standards' 'Unit commanders carry on'</p>	PC & SC	On the order: 'Unit commanders carry on' units to fall out and enter church as required. Standards wait until first hymn to start before entering through the west door
12	1050	RGLI Families' service	Dean of Guernsey	
13	O/C Service	Island Standards leave Church and dismissed.	SC	During last hymn retrieve standards

Distribution List

Bailiff/ Royal Court Secretary
President of The Royal British Legion
Chairman of The Royal British Legion
TRBL Parade Commander/Coordinator
RGLI Charitable Trust
St Peter Port Constables/Douzaine
TRBL Parade Marshal
Island Standards Commander
TRBL Veterans' Unit Commander
Boys' Brigade Band
Guernsey Police
AFD Guernsey

Risk Assessment

FOR THE ROYAL BRITISH LEGION GUERNSEY PARADES

Establishment	Royal British Legion Guernsey	Assessment Date	04 March 2017
Activity / Environment:	Island Parades (Remembrance, Liberation Day, Battle of Britain and any one-off parade)		
Completed by	Lt Cdr TC Slann RNR	Date Reviewed	18 Oct 2019

1. Hazard	2. Who might be harmed?	3. Is the risk adequately controlled?	4. What further action is needed to control the risk?
List significant hazards which may result in serious harm or affect several people.	List groups of people who are especially at risk from the significant hazards identified.	List existing controls or note where the information may be found. (eg information, instruction, training, systems or procedures.)	List the risks which are not adequately controlled and proposed action where it is reasonably practical to do more.
Traffic, road crossing and vehicles delivering parade participants.	All personnel arriving at muster venue.	Personnel to use recognise crossing control points where available; vehicular access to be controlled where appropriate; small children to be escorted to venue and delivered by parents into the care of relevant youth leaders.	
Children becoming lost or separated.	Young people representing youth organisations	Children to be escorted to venue and delivered by parents into the care of relevant youth leaders; youth leaders to know who they should have and to muster their charges on a regular basis.	Children getting lost when parade dismissed. Children to be handed over to parents if appropriate once parade completed.
Slips, trips & falls, especially when marching on cobbled roads.	Anyone in the parade.	Route to be checked for any significant hazards/potholes and reported to relevant authority.	Participants to be briefed of any such hazards by Parade Marshal. First aiders to be in attendance throughout duration of parade.
Fainting	Anyone in the parade	All personnel to be briefed by Section Commanders regarding action to take to minimise the risk of fainting when stood still and the action to take if feeling faint (kneel on one knee). First aiders to be present at all times, youth leaders to be first aid qualified.	If hot weather personnel should be appropriately dressed with suitable headgear.
Cold weather - hypothermia	Anyone in the parade	All personnel to be suitably dressed for the weather. Section commanders & first aiders to be fully aware of symptoms of hypothermia, especially in young and old participants. Anyone	

		suspected of suffering from hypothermia to be handed over to first aiders.	
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Parade marching on public roads	Anyone in the parade	Guernsey Police to be fully briefed on the route the parade will take with relevant timings. Front & rear escorts to wear high visibility clothing, escort vehicles to be clearly identified as such.	Additional personnel maybe required to control vehicular access onto the parade route.
Distance of parade march	Anyone in the parade	Participants to be made aware of the distance to be marched and the approximate time it should take. Participants to be briefed that they can fall out from the parade at any time should they find it too strenuous.	Small/young people may struggle so Youth Groups to have support staff alongside the parade during the march to look after any children who might fall out.
Traffic, road crossing and vehicles collecting parade participants.	All personnel departing the final venue.	Personnel to use recognised crossing control points where available; vehicular access to be controlled where appropriate; small children to be handed over to parents by relevant youth leaders.	

SUMMARY OF PUBLIC/PRODUCTS LIABILITY INSURANCE

Policy No RSAP2373067200

Name of policy holder	The Royal British Legion and subsidiary companies	
Date of commencement of Insurance policy.	01 October 2019	
Date of expiry of Insurance policy.	30 September 2020	
Limit of Indemnity		
Public Liability	£25,000,000	each event
Products Liability	£25,000,000	any one period of Insurance

We confirm that the above numbered policy, subject to its terms conditions and exceptions will cover the Insured against:

1. Legal liability to pay damages
 - And
 2. Claim costs
- In respect of
- a. Bodily Injury (other than to any Employed person)
 - b. Property damage
 - c. Nuisance, trespass to land or trespass to goods, or interference with any easement

Which arises in connection with the Business and which occurs during the period of Insurance

For on behalf of
Royal & Sun Alliance Insurance plc

Tom Palfrey
Senior Underwriter
Commercial Risk Solutions

Notes:
Policy information regularly requested from Employing companies is noted above. Please refer to the Policy, Schedule and wording for additional information regarding the specific policy endorsements, exclusions, excesses or conditions