

Catholic Mutual... "CARES"

TRUNK OR TREAT

Trunk or treat events are becoming a more popular alternative to door-to-door trick-or-treating. These events are taking place in many of our church and school parking lots. Catholic Mutual Group has some recommendations on how to hold a safe and successful Trunk-or-Treat.

When will the event take place?

Your planning committee may want to schedule the Trunk-or-Treat ahead of Halloween or it could correlate with a Fall Festival at the location. If Halloween falls on a weekday, consider having it the weekend before. Ideally, you should ensure that there aren't other events occurring on the grounds at the same time so the parking lot will be strictly used for the Trunk-or-Treat festivities.

Lighting

Make sure that the parking lot is adequately lit. If there are no exterior lights, consider holding the event during the day or plan to set up floodlights.

Vehicles and Set-up

Vehicles should not have any flammables, weapons/guns, or alcohol in the trunk. If the parents are planning to decorate vehicles according to a theme that has been established, ask them to register for the event prior, so you are able to have adequate space for the vehicles. Vehicles should be parked in a circle or two or more lines, and consider leaving a parking space between each vehicle to prevent crowding. No vehicles should be running during the event.

Allow about an hour for cars to set up before the event begins. Have someone onsite directing traffic to the area, as well as marking the area of the parking lot off with cones or caution tape. Once the vehicles are set up, do not allow any further driving in the area of the pedestrians.

Access to the building

If your event will last more than a couple hours, access to the building for restrooms may be appropriate. Coordinate with the office staff to make sure the doors can be unlocked during the event, and clear signage of location of the restrooms should be in place.

Candy

Only pre-wrapped or store bought candy should be allowed at these events. No homemade food items should be distributed.

Supervision

Parents should accompany their child(ren) during the entire event. Only children with an adult are allowed to participate in the event. Consider breaking the event down in age groups if it starts to be a large event, and post signage for this at the entry. Volunteers should be positioned at the entrance of the event through its entirety to make sure things run smoothly.

Clean-up

Provide trash cans throughout the event for use by people attending. Request that people who have decorated their vehicles clean up their own space.

Source - PTO today, Dave Waller CMG

(Revised 12/2018)