

CARC guidance note for those organising ad hoc/informal club events

If you are organising an ad hoc/informal club event then you should consider the risks of holding such an event and how you can manage or mitigate this. These are likely to include events where all club members are invited to join.

Given club members organise such a range of ad hoc/informal events running from social runs at familiar locations to longer training runs and hash runs it is difficult to be prescriptive on the level of planning needed. And we don't want to do anything to stifle the range of events on offer or being considered, after all for many the enjoyment of running is being able to explore new locations and types of event/distance.

Pre run planning

If you're planning something at a new location or a new route then you should think about doing a recce run. Things worth checking out are:

Meeting place - is this easy to find - OS reference and/or what3words are good ways to guide people. Check there is sufficient safe parking for the numbers expected (always encourage car sharing).

Route - navigation, terrain and distance - it's good to know the route is 'runnable' and likely distance and duration (so people can judge if it's within their capabilities). Think about any rendezvous points if someone gets lost.

If you're planning something at a new location/route then we advise you do this in daylight hours.

Event description - provide as much detail on the run so people know what to expect and can plan/dress accordingly etc.

Think about whether it's suitable for dogs to join and remind people of the Club's dogs policy (add link)

Keep an eye on weather forecasts and if severe weather expected (where too hot, too cold, too wet) then consider rearranging.

On the day

As organiser make sure you get to the meeting point in good time.

Have a charged mobile phone with you and download what3words - there isn't always mobile phone coverage but it's good to have it where there is coverage.

Consider carrying a small first aid kit - the club has some that can be borrowed.

Make a note of who's running that day - if easiest a photo of everyone at the start is a good reference

Give a run brief before setting off to cover any particular hazards, any rendezvous point if someone gets lost. Remind people if they are running on public land to be aware.

Consider nominating a tail runner if it's a large group with a range of capabilities