



SOUTH CHESHIRE HARRIERS CLUB POLICES

Table of Content

Contents

General.....	2
Vagrants Sports Club.....	2
Training	2
Competitions.....	2
GOOD PRACTICE STATEMENT	3
The broad Aims of UK Athletics Policies are:	3
The health of club members	3
The safety of club members.....	4
The well-being of club members	4
Accident/Incident Procedures for members of South Cheshire Harriers	4
In the event of an accident	4
In the event of an incident related to a member's well-being	5
Point of First Contact (DQ: Welfare Officers?).....	5
Good Practice Subcommittee	5
Accident Report Form	5
Good Practice Incident Report Form	5
Club Running Guide	6
General Tips for Running Safely.....	6
Route Planning.....	7
Running in Groups.....	7
Winter Running.....	8
Summer Running.....	8
Dealing with Dangerous Situations.....	8
Run Leaders Responsibilities.....	8

General

These rules should be read in conjunction with our Safe Running Guide, and Good Practice Statement (on Health, Safety and Well-being) and Code of Conduct available from the Club Secretary or on our website, <http://www.southcheshireharriers.org.uk> Members must comply with the guidance laid out in these three documents.

Vagrants Sports Club

Members are asked to respect the Vagrants facilities and other members and ensure they clear away all rubbish and glasses at the end of each training session or meeting. Kit bags are not to be taken into the bar area.

Training

Members should wear high visibility clothing when training. During winter months, members are required to wear some form of reflective clothing. Additionally members are encouraged to make use of the wide range of lighting now available such as head lights and coloured pulsating lights.

When taking part in training sessions on roads members should run on the right hand side of the road unless the conditions, such as a sharp bend, prohibits this. They should run no more than two abreast. Members should use pavements where possible.

All members have a responsibility to ensure fellow runners do not become isolated, especially at the rear the group.

The Officers of South Cheshire Harriers cannot be held responsible for existing medical conditions or any detrimental effect on the health and well-being of an individual as a result of involvement in club activities.

Competitions

When entering races members are asked to enter the club name 'South Cheshire Harriers' on the entry form together with their registered England Athletics registered number if this is required.

The club colours are light blue and red. Members are required to wear the club vest when participating in organised race events. When claiming affiliation it is a UKA requirement that you run in club colours, failing to do so could result in disqualification. Headsets must not be worn.

GOOD PRACTICE STATEMENT

The broad Aims of UK Athletics Policies are:

- to ensure the highest possible standards of safety and welfare
- to embed a process of continuous improvement in work on well-being
- to ensure that quality assured training is offered to members
- to adopt and promote good practice
- to demonstrate ethical standards of leadership and behaviour

The purpose of this **Good Practice Statement** is to bring together the club's approach to health, safety and well-being of its members in one unified statement.

The members of South Cheshire Harriers will endeavour to uphold the principles and practice of the clubs running policy and code of conduct. The health, safety and well-being of the members of South Cheshire Harriers is paramount to all those concerned with the efficient running of the club.

South Cheshire Harriers is an adult running club with some junior members who run with their parents within the prescribed distances for their age. The parent has sole responsibility for the well-being of their child.

This statement deals with:

1. The health of club members
2. The safety of club members
3. The well-being of club members

The health of club members

Members are responsible for their own health and welfare and should:

- As appropriate, request regular check-ups with their General Practitioner.
- Be aware of the advice available through club coaches, Run Leaders and other sources on issues including diet, dehydration and the treatment of strains and injuries due to participation in the sport.
- Understand the value of wearing appropriate clothing for the time of the year and appropriate shoes for the variations in terrain
- Following injury take a conservative approach to resuming training – seek advice from experts and professional practitioners outside the running club as appropriate to their needs.

The safety of club members

Members should:

- Show due care, consideration and courtesy to other road users to ensure our mutual safety
- Familiarise themselves with the safety issues in the club rules.
- Take full responsibility for Health and Safety whilst running with the club.
- Report any incident, accident or unsafe practice to the Welfare Officer or to an Officer of the club.
- Complete or help in the completion of the 'Accident Report Form.'
- Co-operate in any investigation that may ensue as a result of an accident/incident.
- Be willing to take part in Health and Safety training as appropriate

The well-being of club members

Members should:

- Recognise and refer to the 'Point of First Contact' anyone who has been subjected to poor practice, abuse or misconduct by someone else.
- Observe and encourage good practice in order to avoid perpetrating poor practice, abuse or other types of misconduct.
- Take precautions to avoid false allegations.
- Safeguard the good name and integrity of the sport of running.

The 'golden rule' for all involved in running in relation to poor practice and protection is that: it is not your responsibility to judge whether or not a violation has taken place, but it is your responsibility to act on any concerns that you may have.

Accident/Incident Procedures for members of South Cheshire Harriers

In the event of an accident

- First Aid should be administered as appropriate and an ambulance requested, if necessary.
- A reportable accident is one in which a person suffers an injury as a result of which that person requires or is likely to require medical treatment.
- A reportable incident is one that, in different circumstances, might have led to a reportable accident.
- In either case, the event should be reported to the 'Point of First Contact' or to an Officer of the club, should the nominated person be unavailable.
- If appropriate, an accident report form should be completed and handed to Club Chairman or Club Secretary as soon as possible.

In the event of an incident related to a member's well-being

In the event of an incident related to a member's well-being the incident should be reported to the 'Point of First Contact' (Welfare Officer) or to an Officer of the club, An email address is available on the website. welfare@southcheshireharriers.org.uk

The incident will be treated in confidence. In the case of an incident being serious this will automatically invoke referral to the 'Good Practice Sub-committee.' It may be that, in other situations, discussion and negotiation between the relative parties will lead to a resolution.

Point of First Contact “Welfare Officers”

There will be one nominated female and one nominated male member of the club who will be responsible for listening to the initial complaint. If there appears to be no immediate resolution through negotiation and discussion, or the complaint is of a serious nature, then the complaint will be referred to the Good Practice Sub-committee. The complainant will be assured that the incident will be dealt with confidentially.

Good Practice Subcommittee

The sub-committee will consist of the two nominated members ('Point of First Contact') plus two other committee members who will investigate the complaint according to UK Athletics Policy and Procedures. If necessary expert advice will be sought through UK Athletics and, if appropriate, the matter will be referred to a higher authority.

Accident Report Form

In the event of a reportable accident or incident this form shall be completed and submitted to UKA within seven days of the accident. On receipt of this form, UKA shall immediately copy it to the relevant National Association/territory.

Good Practice Incident Report Form

The 'Point of First Contact' complaint and the 'Good Practice Sub-committee' investigation will be recorded using the Good Practice Incident Report Form. These records will be kept confidentially by a member of the sub-committee.

Club Running Guide

This guidance is aimed at all members of the club; it is however, particularly relevant to new members

It aims to provide all runners with tips on safer running, both on club runs and when undertaking individual training runs.

It does not include information on activities such as warming up or cooling down which are an important part of injury prevention.

The following five points are taken from the Club Rules:

- 1. Members should wear light coloured or high visibility clothing when training. During winter months, members are required to wear some form of reflective clothing. Additionally, members are encouraged to make use of the wider range of lighting now available such as headlights and pulsating lights.*
- 2. When taking part in training sessions where they need to run on the road members are asked to run on the right hand side of the road no more than two abreast unless a sharp bend prohibits this.*
- 3. All members taking part in club training have a responsibility to ensure that fellow runners do not become isolated from the group.*
- 4. The Officers of South Cheshire Harriers cannot be held responsible for existing medical conditions or any detrimental effect on the health and well-being of an individual as a result of involvement in club activities.*

General Tips for Running Safely

- Never run if you are feeling unwell, unfit or are in any way injured.
- If possible, run with a partner and tell someone when and where you are going.
- Avoid hooded tops, caps or anything else that restricts your vision.
- A secure pocket or bum bag is a good way of keeping things out of sight and safe. Do not wear a headset as this will impede your hearing and will make you unaware of your surroundings such as the danger of oncoming cars. You will be oblivious to car horns and shouts of "watch out".
- Dogs (on or off leash) are not permitted on any club training runs.
- If you have asthma ensure that you take your reliever inhaler with you.
- Carry identification, i.e. name, phone number (on a shoe label) and any special medical information. On a long run it is also advisable to carry change and a mobile phone.
- Try not to frighten other pedestrians by running up behind them.
- Never expect a motorist to know where you are going to run and always use the 'look thrice' rule when crossing the road.

Route Planning

When undertaking individual training runs:

- Always plan the route carefully to avoid getting lost and to take into account the ability of the people running with you.
- Vary the route if you run regularly. Circular routes are safer because you don't have to retrace your steps.
- If possible check the route beforehand, check if other people are using it which is always a good sign.
- It is best to run in groups for a variety of reasons, the most important being safety in numbers.
- Experienced runners will already be aware of many of the possible risks but novices may not and it falls to the more experienced runner to take on role of responsibility to mentor those with less experience in the group.
- Never leave a group member behind no matter what their excuse is e.g. they think that they are holding up the rest.

Running in Groups

- Always look out for the well-being of your group members particularly if they are new.
- Generally one person i.e. Run Leader should lead and use one good runner to monitor the group and keep with stragglers.
- Count the number in the group and regularly check the number to ensure that they all stay together. If space and traffic allow then looping back - fastest returning to meet the slowest will allow the group to keep together and will increase the work rate of the fastest.
- When running in pairs or a group, exercise extreme caution if you are running side by side. The runner on the extreme can be in grave danger of a sudden impact from cars on virtually every type of road, but especially on country roads.
- When running closely packed together, be aware that your vision of obstacles, such as the path level or holes in the road may be blocked by the person immediately in front of you.
- Keep reasonably well apart so that you can see what is coming. Warn others in the group of any danger such as changes in path level, bollards, oncoming cars/cyclists etc.
- Aim to cross road in single file rather than all pouring across road together as this is not only dangerous but it will annoy other road users and give the club a bad name – particularly relevant coming out of vagrants entrance and running through Willaston.
- Principle is that Tuesday nights are training runs and Thursday sessions are more social/relaxed nature.

- Do not run too far off the front of a group and always regroup at regular intervals or when requested to by the group leader.

Winter Running

- Do not run in icy conditions, runners often slip on ice. Be aware of freshly fallen snow it can be slippery and covers trip hazards such as uneven ground.
- Wear clothing in layers so as to trap a warm layer of air, but avoid overdressing.
- Drink adequate amounts of water as you will still perspire and need to replace lost fluids.
- Consider carrying/wearing a hat and gloves in winter conditions, you may not need a hat whilst running, but if you stop you will soon become cold. Remember that the body loses much of its heat from the head.

Summer Running

- Make sure that you are hydrated before going out on a run in summer even when the sun is not shining.
- Take adequate drinks with you and replenish if necessary.
- Warm muggy conditions induce excessive perspiration you will need to take sufficient drinks to combat this.
- If you feel dizzy, nauseated, as if you have dry skin or chills, stop running, get a drink and look for some help immediately.

Dealing with Dangerous Situations

- Always stay alert when running; the more aware you are of your environment the less vulnerable you will be.
- Be aware of dogs, give them a wide berth. Avoid running up behind horses, use your discretion when passing them.
- If you are running on the road and an approaching car is not giving you a wide berth do not hold your ground, swallow your pride, get off the road and live to run another day.
- If a car is following you at a slow speed and you consider it suspicious, run calmly to a public place and call the police.
- **Report accidents or more serious incidents through an Officer of the Club, using the UK Athletics Accident/Incident Report Form - See Good Practice Statement.**

Run Leaders Responsibilities

- Each running group should ideally consist of at least 1 Group Leader and deputy

- When running during the hours of darkness, group leaders will plan routes which are well-lit and where there are pavements along most of the route. Before leaving Vagrants, the duty Coach, or other nominated member leading the session, should ensure that all those attending the session are aware of the route(s) that is (are) planned to be taken.
- The session leader will be responsible for nominating a sweeper, to run at the back of the group at all times. By agreement with the session leader, the individual performing the sweeper role can change during the session. During efforts sessions, the session leader will ensure that the effort route is monitored so that no runners are isolated.
- When running in anything other than an efforts session, members should keep together in a group, or groups, so that no individual member is more than 30 metres from a main group at any time. The group should wait at regular intervals for the back runners and the sweeper to catch up.
- If any member is having difficulty in maintaining the group's pace, they should let the session leader know and the leader should arrange to review and, if necessary, re-plan the group's make up and the proposed route.
- If the group then splits into two or more smaller groups, to run at different paces, the session leader will be responsible for nominating a leader and sweeper for each group, and each group will then follow the guidelines.
- As far as is reasonably practicable, routes with street lighting should be selected on dark evenings. If it is necessary to use a stretch of footway or road without full lighting, whether the lack of lighting is a temporary situation or permanent, groups should remain closely together, staying at the pace of the slowest runner until it is safe to allow the 30 metres rule to apply.
- During the winter months, i.e. when light is poor wearing reflective clothing and/or hi-viz safety bibs is mandatory.
- If a planned route involves crossing a busy road, the session leader should ensure that controlled crossings, footbridges or underpasses are used by the group, whenever possible.
- If any incident should occur, whether as a result of action by a third party, or an accident to a member, the member or members involved should call for the group to halt and all members should gather together until the session leader decides on the action to be taken.
- Where a group includes a Group Leader (s) or nominated person a short pre-run briefing should be carried out before each session starts, including details of the route to be taken, approximate effort and total distance of the session. The Group Leader should ensure that runners within the group are aware of the session they are about to undertake so that they can ensure adequate preparation/ ability. The duration of the briefing session should be proportionate to the ability level of the group.
- Runners must inform the Group Leader or other person within the group, if they are taking an alternative route or leaving the group. Ideally this should be agreed in advance of the start of the run.
- Runners should be split into ability groups. Where the group includes a Group Leader or nominated person they should be aware of the numbers in their group, keep watch for back markers and check all are coping with the session. **ALL** members are expected to look out for each other at all times.
- Mustering -We run together using a system that allows people to run at different speeds but keeping us all together as a group. To keep everyone together, we

have points every mile or so at which we all turn around and run back to the slowest runner who is always accompanied by a back marker. We call these "muster points". The back marker changes at each muster point so he only has to run slowly for one muster leg.

- This system allows everyone to run at their own speed without anyone being left behind. Some of us treat the runs as interval sessions, running different sections at different speeds, or perhaps some sections as training runs and others as social runs.
- Try and avoid runners returning to the Club on their own. Always ask for someone to accompany a lone runner back to the Clubhouse.
- Be particularly aware of slower runners or new runners to the group.
- Do not always lead the group from the front. Be aware of the whole group and remember to look out for all runners from the front to the back.