



Affiliated to: S.E.A.A., E.A., H.A.A., U.K.A.

Safety Guidelines and Club Codes of Conduct - May 2022

Members should be aware that they are responsible for their own health and safety at all times, whether running in a Club training session or not. Members running on their own, or in groups, other than during organised Club training sessions, should follow the guidelines, as far as is reasonably practicable, for their own safety.

1. Before leaving the agreed meeting point (usually at Taunton's College on the grassy area or at Southampton Sports Centre), the run leader, 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.
2. The run leader will be responsible for nominating a sweeper, to run at the back of the group at all times. By agreement with the run leader, the individual performing the sweeper role can change during the session. During efforts sessions, the run leader will ensure that the effort route is monitored so that no runners are isolated.
3. 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 30metres from a main group at any time. The group should wait at regular intervals for the back runners and the sweeper to catch up.
4. If any member is having difficulty in maintaining the group's pace, they should let the run leader know and the leader should arrange to review and, if necessary, re-plan the group's make up and the proposed route.
5. If the group then splits into two or more smaller groups, to run at different paces, the run leader will be responsible for nominating a leader and sweeper for each group, and each group will then follow the guidelines.
6. 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 30metres rule (3 above) to apply.
7. Members must take responsibility for their own personal safety by wearing items of light coloured or reflective clothing during runs on dark evenings and ensure they wear head torches.
8. If a planned route involves crossing a busy road, the run leader should ensure that controlled crossings, footbridges or underpasses are used by the group, whenever possible.
9. 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 run leader decides on the action to be taken. The run leader should complete an Accident Form of the incident or accident as soon as possible after the session has finished and report this to the chair, coaching representative and/or club secretary.

10. Although members have the legal right to defend themselves, using reasonable force if necessary, any confrontations should be avoided. Having moved the group away from any incident site, the session leader should arrange for the Police to be called as soon as possible, so that any problems can be reported.
11. Members should not to attend any training sessions or races when feeling unwell or experiencing any symptoms that are associated with COVID-19. Please follow government guidelines and public health advice and if in doubt avoid contact with other people.

Members should also bear in mind the **Club Codes of Conduct** (agreed when joining the club), which state that athletes:

- Respect the rights, dignity and worth of every athlete, coach, technical official and others involved in athletics and treat everyone equally
- Anticipate and be responsible for your own needs including being organised, having the appropriate clothing and equipment (e.g. head torches) and being on time
- Inform your run leader if you have any injury, illness or long-term medical condition that may affect your running
- We recommend that you carry In Case of Emergency (ICE) details on your person
- Sign the group register on arrival and, if required, sign out on return from the session
- Be honest about your ability. If the group that you are in is too fast or too slow then consider changing groups at the next session. Take note of any recommendations given to you by coaches or run leaders about which group is most appropriate for you
- Listen to the run leaders and coaches and respect what they have to say; they have the best interests of the group in mind
- Do not run too far off the front of a group and always loop back at regular intervals or when requested to by the group leader
- Respect pedestrians and other path/road users. Give way to others when necessary
- Respect private land, close gates after passing through them and run in single file along footpaths
- Warn other runners around you of impending hazards, pedestrians, dustbins, low hanging branches etc.
- Look after the other runners within your training group, if someone is struggling make sure that they are not left on their own or inform your run leader
- We recommend that you do not leave the session early. If it is necessary to leave early then inform the run leader
- Do not use inappropriate or offensive language whilst running with the club
- Always thank the coaches and officials who enable you to participate in athletics

Run Leaders & Coaches during club sessions are also advised to follow a set of guidelines

- Make sure all activities are appropriate to the age, ability and experience of those taking part.
- Ensure activities undertaken are appropriate and fall within the remit of your qualification.
- Before you start running introduce yourself to the group and briefly explain the session that they are about to undertake.
- At the outset of each session clarify with athletes (and where appropriate, with parents or carers) exactly what is that is expected of them and what athletes are entitled to expect from you.
- Choose appropriate running routes that are well lit where possible. Do not lead the group across private land or along busy or dangerous paths or roads. Think of the whole group when crossing roads.
- Always ask whether anyone is new to the group or is feeling unwell, carrying an injury or has any long-term medical condition which may be affected by running.
- Check that everyone has proper running shoes and suitable clothing i.e. hi-visibility tops during dark evenings and head torches if possible.
- Ensure runners sign the group register and, if required, sign out on return from the session
- Begin each session with a gentle warm-up of at least 5-10 minutes, and then bring the group up to the desired running group pace
- Use regular members of the group to set the pace and do not be afraid to slow down the group if it is too fast. Be particularly aware of slower runners or new runners to the group
- Ensure the faster runners understand that if they go ahead of the main running group then they are at regular intervals to perform loopbacks back to the main 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
- Do not allow large groups. If it is felt that the group is too large then RLs and athletes should look to split into two separate groups. With larger groups a second runner should be nominated as an assistant group leader
- Appoint a designated tail runner whenever possible if you are leading from the front. This may be another run leader or an appointed group member.
- Respect the rights, dignity and worth of every member of the group and treat everyone equally
- Place the welfare and safety of the group above the development of performance
- Respect homeowners, pedestrians, cyclists & other members of the public as well as encouraging members of the group to do the same
- Try to avoid runners leaving the session on their own
- Under no circumstances should injured runners leave the session alone. Always get either a Leader or a competent Club Member to accompany them.
- If an injury occurs during a session it may be necessary for a UKA Injury Performa to be completed. Inform a Club Coach of the details of the incident
- Ensure a good cool down and stretching session takes place at the end of the session
- Encourage, motivate, gain respect & offer appropriate advice to runners

If there are any questions regarding these guidelines then please contact the Club Committee

As member of LRR you are automatically provided with insurance cover which applies while you are involved in "athletics activities". This not only relates to training and competing, but also club or administrative meetings. It is purely a public liability insurance. For example, if you are running and you injure someone or their property the injured party can make a claim against such insurance. To claim successfully the injured party would have to prove negligence on the part of the coach, club or athlete. The policy does not provide any personal accident insurance (such as injury from tripping over your own feet).