

Guidelines for Club Runs – Coaches and Runners

These guidelines are to help coaches and runners ensure safe, enjoyable club runs.

! Please note that whilst the coaches will plan suitable routes, individual runners are responsible for their own safety, and the safety of fellow club runners, who may be affected by their actions.

Training Session Ethos:

- The aim of Club runs is to encourage and motivate club members to run.
- Club runs are group sessions and so there is a responsibility to support each other and the coach.
- Sessions are welcoming and friendly but are also training sessions, so all runners are expected to manage their own warm-up, cool off and stretching.
- New members will be shown the basics of post run stretching.
- All club runs need to be achievable for all runners within the group.
- The pace of a club run should be dictated by the slowest runner in the group.
- Looping back is mandatory and key to working as a team. This supports slower runners (we have all been there) and should not be seen as a chore.
- Rest stops may be needed and can be initiated by anyone in the group.
- Treat slower runners with the same consideration that you would wish to be treated.
- Coaches have the final say on runs. If the coach asks you to slow down, double back or look after the group, then please do so.

The Basics:

- All runners are responsible for physically preparing themselves prior to run.
- The pace and distance to be run for each group will be provided by the head coach (or their nominee) prior to the club run commencing.
- Each group must be kept to a sensible and manageable size and there should be at least one coach for every 10-12 runners. No group should exceed twenty runners in total.

Runners-general: all runners should:

- arrive with sufficient time before the advertised start times to enable coaches to check and confirm the route the group is taking and any other specific information.
- follow the club guidance when running at night, see: – [Clothing when running in Low Light and Darkness](#) . (Coaches reserve the right to ask people to leave the group if they are not wearing appropriate clothing for running in the dark).
- carry a form of identification and emergency contact details. ([Pidges Pledge](#))

- not wear headphones.
- inform the coach, prior to the start of the run, of any illness or injury concerns or if you are new or have recently moved up a group.
- bring appropriate medication if required.
- consider not running if feeling unwell or have an injury.
- select the appropriate group to run in, consistent with their abilities and their individual training plan. *(If a runner finds themselves routinely at the front of the group, they should consider moving up a group. Conversely, if they find themselves at the back and struggling most weeks, consider a slower paced group).*

! If you choose to run with a group that is slower than your usual pace, do not run at the front of this group, stay within the group, otherwise your pace may dictate the group pace and make it harder for others.

- notify the coach if you are leaving the run for whatever reason (or if that is not possible, notify another member of the group).
- stay within contact of the group unless a split has been agreed with the coach.
- loop back at regular intervals or when requested to by the coach.
- cross at official road crossings wherever possible, all roads and road junctions should be approached with caution and only cross when safe to do so. Re-group in full on the other side of the road.

! Do not follow other runners across the road; ensure that you carry out your own checks before you cross.

- not run more than two abreast especially in busy areas.
- give way to other pedestrians/path users.
- warn other runners in the group 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, and inform your coach.
- report any incidents to the coach. Coaches will report all incidents to the Head Coach.
- report all welfare matters, no matter how small, to the welfare officer or deputy welfare officer, by email, using the email address on the club website.

Coaches should:

- encourage and motivate the runners in the group by being friendly and welcoming.
- provide a fun and safe group running experience for the whole group.

- familiarise yourself with this guidance and the risks identified in the 'Generic Risk Assessment.
- plan a route considering the expected pace and distance, taking account of external factors such as the weather and according to the ability/ fitness levels of the group.
- dynamically reassess the risks during the run and adapt as necessary for e.g. weather, group size, individual ability or issues, distance, and speed.
- brief the group on any hazards likely to be encountered.
- check with the group for any injuries that may affect them during the run and advise any runner who they feel is not well enough to run, not to run.
- carry a mobile phone for emergencies, or when this is not possible, ensure that someone within the group has one.
- ensure that the pace of the group is determined by the needs of the slowest runner.
- ensure that everyone in the group doubles back to keep the group together.
- ensure that all runners are accounted for at the finish of the run.
- ensure that someone escorts runners who are unable to continue due to injury or illness, back to the start or a mutually agreed point.
- split the group (if runner abilities make keeping the group together difficult) by asking other experienced runners/leaders to lead one of the sub-groups.
- use roads with pavements where possible. If there is no alternative, then take every precaution to ensure the safety of the group by avoiding main/busy roads and using the advice from the [Highway Code](#), as a bare minimum; single file, right hand side of the road into direction of traffic, reflective/bright clothing, look-outs etc.
- stick to routes with adequate lighting when time of day/night dictates and be prepared to slow the group if lighting becomes inadequate to run safely.
- be aware of trip hazards such as roots and be prepared to shout warnings.
- encourage group members to move up (or down) a group when appropriate.
- discuss with the [head coach](#) or [Welfare Officer](#) any runner who, should be in a faster or slower group.
- Report any incidents to the Head Coach or their nominated deputy. If that is not possible, then report the incident to Club Secretary.
- report any actual or perceived welfare issues to the Welfare Officer or deputy welfare officer by email using the email address on the BRTZR website.
- **!** If a coach feels a group member is consistently not following these guidelines, discuss the circumstances with the [Head Coach](#), or [Welfare Officer](#) as appropriate.

Off road runs:

! Off road runs refer to spring/summer trail runs planned and posted on the club website. They are a 'full club' run and therefore must be planned to ensure that all runners, regardless of capability, are able to enjoy off road runs safely.

Additional precautions are required due to the nature of off-road runs. These are provided *in addition* to the regular running guidance above.

- The coach planning the off-road run (**off road run leader**) must select a suitable off-road route having considered the distance, terrain, weather, ground conditions, availability of first aiders, the mixed capability of the off-road run group, and adequate emergency means of communication in the event of an emergency.
- The route must be published on the club Facebook page by the off-road run leader or Head Coach least 4 days before the event.
- Regardless of the number of runners, a minimum of *two qualified coaches* must be in attendance throughout the run, one of who must be the nominated off road run leader.
- Coaches must allocate a 'rear marker' runner to ensure that all runners stay within the group and on route.
- All nominated coaches and the rear marker must be carrying a mobile phone.
- Suitable breaks must be taken throughout the run to ensure that the group remains together and that those at the rear of the group are given sufficient 'rest' time.
- Where appropriate '**What Three Words**' should be used for location of emergency services identification, particularly if the injured party is off road.
- A suitable first aid kit must be carried, and two runners must have at least basic qualifications in first aid. These club members should be identified at the start of the run by the off-road run leader.
- Where livestock is encountered, extreme caution should be used and, if required, the route should be changed to avoid it even if this means doubling back on the route.
- Runners must select footwear which is appropriate for the proposed route.
- Runners must bring sufficient hydration for their needs.
- Coaches to the must confirm that all runners have returned from the run.

Any comments regarding this document please contact the [Club Secretary](#).