



## CLUB HANDBOOK

VERSION 2 – ISSUED DEC 2019

### INTRODUCTION

Welcome to the Ryston Runners AC club handbook. We have developed this document as a guide for new members as well as a useful 'go-to' document for existing members. We hope that you find the information contained useful but please be aware if there is anything you want to know then don't be scared to ask. Our membership is (usually) friendly and approachable. For club management matters we suggest you speak to or contact a member of the committee. Contact details for key club officers can be found in the rear of the handbook.

We recommend that all members familiarise themselves with what is contained within this document. It sets out the vision and values of the club, its expectations of the membership and summarises the various activities and events that the club gets involved in throughout the year.

A key part of a successful club is the volunteers who help run it. More volunteers means the less each individual has to commit, so please consider whether you can devote any amount of time. There are so many areas you can help as little or as much as you can which are outlined in the volunteering section.

Another key area of the club is the opportunities we provide to compete, where we try and focus our efforts on team based events. These are listed in the competitive opportunities section. Our hope is that our members are always proud to pull on the club vest and deliver their best within a team environment.

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## 1.0 CLUB CONSTITUTION

### CONSTITUTION AND RULES

1. The name of the Club is RYSTON RUNNERS ATHLETIC CLUB.

The core objective of the club is to promote amateur athletics within the rules of the current governing body of the sport, with the towns of Downham Market, Kings Lynn and their surrounding areas.

The livery of the club is a vest in the registered colours of white vest with green and black trims and bearing the 'Hare' logo and club name.

The headquarters of the club is at the Downham Town Sports Pavilion, Lynn Road, Downham Market, Norfolk.

The club is an unincorporated organisation and as such holds no liability.

2. Membership of the Club is open to all and promotes equal opportunities as defined by the Governing Body of the sport. Every application for membership shall be considered by the Committee, which shall admit that candidate to membership of the Club unless to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club. A candidate for membership of the club must be in school year 4 or above (aged 9 as at 31<sup>st</sup> August in school year). An associate or 'friend' of the club who wishes to support or work for the benefit of the club may join as an Associate Member. Such members will not be qualified to compete in club colours. The annual subscription to the club shall be decided by the committee and voted for at the AGM.

The membership year shall run from 1st January to 31st December.

Any member that has not renewed by 28th February in the current membership year shall be expelled from the Club and the terms of the Handbook of the Governing Body shall apply.

Any member intending to withdraw from the club must send notice of this intention in writing to the secretary. Any such application to resign must be presented by the Secretary to the Committee for consideration within one calendar month of its receipt.

Terms of resignation are in accordance with the current Rules of the Governing Body.

3. (i) The management of the club is vested in an annually elected Committee consisting of:

Three Officers (Chairperson, Secretary, Treasurer) and up to 9 elected or co-opted members to fill such official posts as are deemed necessary according to the current needs, composition and activities of the club.

At its meetings, one Officer plus 3 other members will constitute a quorum.

(ii) A General Meeting will be held in Autumn each year to receive the Committee's reports and financial statement, to elect officers and committee members, and to deal with any other matter specified on the agenda. The Secretary must give every member at least 21 days prior notice of

the meeting. Any business which it is desired should be placed on the agenda at least 14 days in advance of the meeting. No other business shall be dealt with at such a meeting.

All paid up members aged 16 and over are entitled to vote at the AGM, with the exception of the vote for 'Club person of the year', for which all members are enfranchised.

(iii) A Special meeting must be called by the Secretary within 14 days of receipt of a request in writing signed by 10 fully enfranchised (i.e. aged 16 and over) members of the club stating the business to be brought before such a meeting.

4. In the event that the club be dissolved, any moneys in its account shall be designated to a nominated charity or athletics organisation, once all liabilities have been met.

## **VISION**

Be the regions premier club for promoting track & field, road running and cross country running disciplines in both competitive excellence and behavioural attributes, aligning to club values

## **MISSION STATEMENT & OBJECTIVES**

The club caters for athletes of all ages, development, and abilities to enhance their potential in track & field, road and cross country disciplines. The club views these disciplines as sports and as such competitive environments form an important part of our culture.

The club aims to support the members' goals through qualified and experienced coaching, dedicated to the needs of the athletes and their athletic skills. Wherever possible, this aligns with the needs of the club in achieving its vision and as such coaching support emphasises team competitions and participation in club events, where applicable and in the best interests of the members. In addition, the club cooperates with the relevant national, regional, and local bodies to provide facilities and infrastructure from grass roots to international level.

In order to meet this mission statement a number of ongoing objectives exist:

- Encourage active involvement in the sports of track & field, road and cross country running
- Organise teams to represent the club in area, regional and national championships, leagues and other competitions, where numbers permit
- Provide coaching in track & field, road and cross country running available to all members, with structure to give priority, where applicable, to team based events
- Promote and organise competitive events in track & field, road and cross country running for all age groups
- Maintain accreditation to the sport's governing bodies in the UK
- Maintain regular contact with Lynnsport, the Forestry Commission and other relevant local organisations in order to provide high quality facilities for the membership and visiting competitors.

## **VALUES**

### **ACCESSIBILITY – WE ARE OPEN**

The club is open to all and does not discriminate based on race, ethnicity, gender, sexual orientation, religious affiliation, disability or mental health

### **SPORTSMANSHIP – WE RESPECT OUR TEAM MEMBERS AND OPPONENTS**

The activities of running and athletics should be enjoyed for their own sake, with proper consideration for fairness, ethics, respect, and a sense of fellowship with one's competitors and team members

### **ENDEAVOUR – WE TRY, NO MATTER THE OUTCOME**

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*"The important thing in life is not the triumph but the struggle, the essential thing is not to have conquered but to have fought well"* – Pierre de Coubertin, founder of the modern Olympics

### **ENJOYMENT – WE LOVE OUR SPORT**

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Participation and involvement with the club should enhance people's natural enjoyment of the sport both inside and outside of the competitive arena

### **DEDICATION – WE LOVE OUR CLUB**

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We expect all members, where possible, to make a commitment to the club through volunteering at events it organises, supporting club management matters and/or team and social events

## **CLUB MANAGEMENT POLICIES AND PROCEDURES**

Copies of club management documents can be found on the official club website, [www.rystonrunners.org.uk](http://www.rystonrunners.org.uk)

A list of key documents is as follows:

- Code of Conduct, including Equity Policy (extract within this document)
- Data Protection Policy
- Club Discipline and Appeals Process
- Health and Safety Policy
- Safeguarding Children and Vulnerable Adults Policy
- Social Media and Communication with Young Athletes Policy
- Use of Photographic and Video Images of Young Athletes Policy
- Incident Management and Emergency Procedures

Issues with the club itself can be raised via the England Athletes and UK Athletics procedures, which can be found on their respective websites.

## **CLUB ORGANISATIONAL STRUCTURE**

See next page



## 2.0 CLUB NIGHTS

The club operates two official weekly club nights, Monday evening in Kings Lynn (Track & Field and Running) and Thursday evening in Downham Market (Running). Other sessions are held at the discretion of our qualified coaches and run leaders, dependent upon their availability. The structure of our offering on these evenings can be found in section 4.0.

### MONDAY

#### LOCATION

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The Athletics Track

Lynnsport and Leisure Park

Greenpark Avenue

Kings Lynn

#### WHAT & WHEN

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##### JUNIORS (YEAR 4 TO YEAR 11), 6:15PM TO 7:15PM

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Fully supervised and coached general track and field training, giving children exposure to a full range of athletic disciplines.

##### SENIORS (AGES 16+), 7:30PM TO 8:30PM

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A core running session designed for general running fitness of all abilities as well as several other smaller groups training for various track and field disciplines. Since the running session is on the track any ability can be catered for. Senior athletes are able to train on their own within the boundaries of track and field etiquette and after demonstrating competence and understanding of the risks.

Seniors are requested to not warm up on the track before the junior sessions have finished, please don't be offended if you are asked to warm up on the perimeter track.

#### COST

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Members £2 / session

Non-members £4 / session

### THURSDAY

#### LOCATION

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Downham Town Sports Federation Club

Lynn Road

Downham Market

#### WHAT & WHEN

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### JUNIORS (YEAR 4 TO YEAR 11)

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We regret that there is currently no official club training for children under 16 on a Thursday evening. Please see the volunteering section if you think you have some ideas on how to fill this void.

### SENIORS (AGES 16+), 7:00PM SHARP

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This is a road running session suitable for a wide range of abilities. In winter the group stays in the street lit areas of the town performing interval training around known routes. In summer we like to explore the countryside a little more. Sessions are adaptable for a wide variety of abilities but we recommend as a minimum anyone wishing to attend on a Thursday is capable of running 4/5 miles without rest.

The Federation Club has showers and changing facilities that are available for members to use.

### COST

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Members £1 / session

Non-members £2 / session

## 3.0 CODE OF CONDUCT (2019)

This section sets out the club's expectations in respect of officials, coaches, athletes, parents and supporters. Membership of, and association with, Ryston Runners AC is deemed to include an acceptance of this Code of Conduct. The latest version of this document is displayed at [www.rystonrunners.org.uk](http://www.rystonrunners.org.uk) – the club's official website. This code of conduct incorporates the club's equity policy.

Where behaviour falls short of this conduct then the club's disciplinary procedure may take effect.

The Club will:

1. Ensure that all coaches and volunteers hold appropriate qualifications as set down by UK Athletics and England Athletics.
2. Adopt national policies and codes of conduct in relation to athlete welfare.
3. Ensure that club officers and volunteers act responsibly and set a good example to all members.
4. Appoint a designated Welfare Officer to act as first point of contact in cases of concern about athlete welfare – contact details will be provided on the club's website.
5. Carry out its duty within relevant legislation and government guidelines, as well as recommendations and guidelines from UK Athletics.
6. Treat all members equally and fairly, regardless of race, religion or gender.
7. Adopt an open policy with regard to membership.
8. Deal with any matters that breach this Code of Conduct in accordance with the club's Disciplinary Procedure.

As a member of Ryston Runners AC you must:

1. Treat others with respect and fairness.
2. Ensure that your behaviour during training, participating in sport or travelling to and from meetings and events is dignified and does not cause offence to others.
3. Remember that you are a representative and ambassador of the club at all times – as such, the club as a whole may be judged by your actions as an individual.
4. Anticipate your own needs, be organised and on time.
5. Update your contact details should they change.
6. Consider the implications of withdrawing from a commitment to compete, and the impact that it will have on the team. If withdrawal from an event is unavoidable, you must contact your team manager at least 48 hours before the event.
7. Be courteous to other competitors, officials and coaching staff at all times.
8. Alert your team manager to any conflict or dispute occurring at an event, so that they can take this matter up on your behalf or advise you on a course of action.
9. Show patience with others and respect diversity and ability.
10. Inform your coach if you are receiving coaching elsewhere, have sustained an injury or are in receipt of any medical treatment.
11. Notify a responsible adult if you have to go somewhere whilst attending training or attending an event.
12. Not respond to someone seeking personal information other than that directly associated with your athletics – for example, issues about home or school life, financial details etc.
13. Refrain from engaging in any communication with the press, or behaviour via the internet, or otherwise which seeks to criticise other athletes, club members, officials or event organisers.

14. If a member has a grievance, this should be taken up with a club official in the first instance (this does not prevent contacting external enforcement authorities, if deemed necessary).
15. Observe and promote the track etiquette at all times.
16. In the case of junior athletes, never accept offers of accommodation or transport without the consent of your parent or carer.
17. Use only safe transport and travel arrangements.
18. Not engage in destructive behaviour at events. You must leave venues as you would wish to find them. Clear up your own rubbish and dispose of it properly.
19. Accept guidance from event officials regarding safety and behaviour.
20. Never use abusive language or physical aggression of any kind at events, or deliberately distract others whilst they are competing.
21. Never become involved in alcohol abuse, drug abuse, solvent abuse or under-age smoking.
22. Never become involved in illegal or irresponsible behaviour.
23. Never become involved in verbal, physical, mental intimidation or acts of bullying – this includes the inappropriate use of text messages, posting adverse comments on internet message boards and all other electronic/social media.
24. Promptly pay your membership fees, travel fees and any other dues to the club when asked to do so.

All Coaches, Officials and Team Managers must where applicable:

1. Adhere to codes of practise and conduct as laid out by UK Athletics and England Athletics in order to conform to the requirements of a particular accreditation. This includes but is not limited to the following high level requirements:
  - a. Adopt the approved ratio of 1 Coach / 12 Athletes during coaching sessions.
  - b. Ensure the well-being and safety of athletes at all times.
  - c. Develop an appropriate relationship with athletes and their parents / guardians, including the use of social media (see separate social media policy)
  - d. Make sure all activities are appropriate to the age, experience and ability of those taking part.
  - e. Promote the positive aspects of the sport (e.g. fair play).
  - f. Display high standards of behaviour and appearance.
  - g. Observe and promote the agreed Track Etiquette at all times.
  - h. Never try to recruit athletes who are already receiving coaching elsewhere
  - i. Never condone rule violations, rough play, the use of prohibitive substance or inappropriate behaviour and language.

All Parents (inc Guardians) must:

1. Encourage their child to attend competitions throughout the year
2. Ensure that their child arrives for training/competition on time and appropriately dressed for the sporting activity they are undertaking.
3. Bring to the attention of the Coach/Team Manager any medical issues that may pose a risk to the athlete's health, whether an acute or chronic injury/illness.
4. Provide support and encouragement at all times to all junior athletes, whilst training/competing.
5. Respect the Coach/Team Manager and support decisions taken in respect of team selection, training sessions etc. Any observations that you feel that you would like to make should be done in the spirit of the sport and not in front of junior athletes. Please remember that our Coaches and Team Managers are volunteers.

6. Make every effort to stay at training sessions and consider what volunteer help you can provide for Coaches/Team Managers.

All supporters must:

1. Remember that officials are there to ensure the smooth and safe running of an event. Any grievance during an event (such as a disputed decision) should be taken up with the appropriate Team Manager or Coach (if in attendance).
2. For individual competitions, contact the clerk of either track or field events (whichever is applicable). Supporters should never challenge individual track or field judges directly.
3. Never enter the area of the track or field whilst a competition is being held, without the express permission of an official. This could lead to disqualification of the competitor.
4. Not engage in verbal abuse of competitors, coaches or officials. You should uphold the same high standards of conduct as expected from Ryston Runners AC members and set an example to others. Report instances of unsatisfactory conduct to club officials.
5. Feel free to offer your support to all athletes in an event; including taking the opportunity to offer help officiate with track or field events.

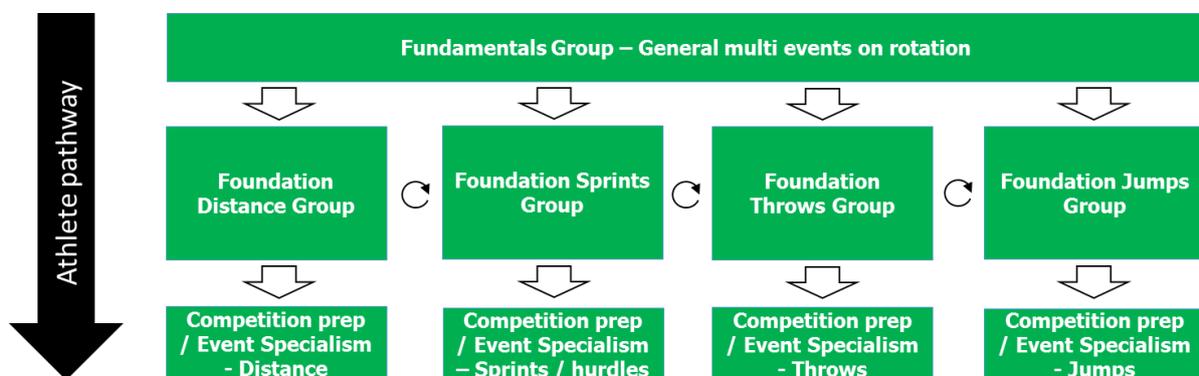
## 4.0 COACHING & DEVELOPMENT STRUCTURE

Our structure reflects best practise for England Athletics affiliated clubs. We regularly review this structure to ensure it is suitable for the ongoing success of the club and its membership. It must be appreciated that this structure relies heavily on our volunteer coaches. We cannot guarantee that every week will follow this structure and as such it forms part of the clubs vision.

Meeting the clubs visions and objectives is reliant on members representing the club and as such the coaching team reserves the right to offer preferential coaching to those that regularly compete.

For more information on the clubs coaching and development structure please speak to the coaching and development representative.

### JUNIOR COACHING STRUCTURE



More detail is available for parents in additional coaching structure documentation, which is available upon request.

### JUNIOR ATHLETE DEVELOPMENT

Different types of coaching are required to satisfy the specific needs of the various age ranges and to ensure that the process is one of Long Term Athletic Development (LTAD) rather than short term performance gain.

Participation in athletics should develop according to age (At all age groups the club aligns to the principles associated with LTAD):

- Athletics and coaching for the age range 8 to 10 should be almost entirely fun activity based, using games and skill development, in order to create a good general athletic base for future development.
- In the age range 11 to 12 (the under 13s) activity should be multi-skill based, without specialisation, focused on "Learning to train" principles, and above all, fast and fun, but introducing competitive activity through league teams and local/regional championships.
- In the age range 13 to 14 (the under 15s) athletes will usually be able to focus on their main skills, and the appropriate event group(s), whilst being encouraged to maintain activity in other skill/event groups, with due attention to long term development needs.
- At 15 to 16 (the under 17s) athletes will generally already have selected a single event or event group on which they wish to focus, but will still be actively encouraged to participate in other events, with due attention to long term development needs.

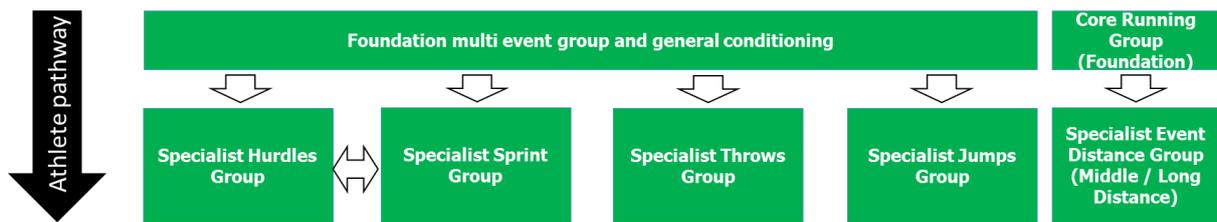
- At age 17 and above (i.e. under 20s and Seniors) athletes will have finally decided on the events on which they wish to focus, and the level to which they wish to pursue those events.

Targets set by coaches must be consistent with both the personal wishes/goals of the athlete and the family or external demands on athletes.

The athlete or their guardians must always be consulted and agree to any final decisions.

We actively encourage both competition and volunteering as these are linked to athletic and personal development.

## SENIOR COACHING



Notes:

- Senior structure fed by newer adults and juniors transitioning at U17 who haven't reached specialism
- Specialist groups fed into by Juniors at U17 when they are physically and psychologically ready or by adult Foundation group
- Seniors over the age of 18 are able to train alone or in groups without a dedicated coach (assuming a suitable level of competence) but should make their training plans known to the coaching team on the night so as to ensure there are no facilities clashes
- Progression to event specialism decided by Foundation assessment, based on ability and maturity, and athlete preference
- Athletes can move around this structure dependent upon goals and ambitions
- Thursday sessions fit within the 'Core Running Group' offering

## ADDITIONAL COACHING SUPPORT / SESSIONS

Additional club coaching support can exist outside of the club night structure at the discretion of the coaches, e.g. strength and conditioning classes.

We are always keen and open to more coaches and run leaders joining the team to expand the offering as a club. Please see the volunteering section for more information, or speak to the coaching and development rep.

## 5.0 TRACK ETIQUETTE

It is essential that during the course of sessions at Lynnsport that everyone operates within a safe environment. Athletes and Coaches must familiarise themselves with the safety recommendations listed below and act accordingly. This etiquette forms part of the delivery against the clubs health and safety policy.

### LANE DISCIPLINE

To be agreed by coaches prior to the session beginning. Coaches must ensure that all athletes are aware of the lanes they should be operating within.

The following is suggested for the outdoor track:

- MIDDLE & LONG DISTANCE – Lanes 1, 2 & 3
- SPRINTS – Lanes 4 & 5
- HURDLES – Lane 6, 7 & 8 (7 & 8 on home straight only)

Further liaison is required for winter indoor training.

### GENERAL RULES

1. Coaches **must** liaise with each other and occasionally compromise to ensure that the safety needs of all athletes are properly addressed during training sessions.
2. The track & field environment can be a very busy place - always look both ways before crossing the track and / or run-ups.
3. ALWAYS be aware of other track users.
4. The shouted word "TRACK" indicates that another athlete is approaching. IT IS THE RESPONSIBILITY OF THE APPROACHING RUNNER TO NEGOTIATE A SAFE PASS.
5. Athletes must only run on the track in an ANTI-CLOCKWISE direction – this includes warming up and warming down.
6. Junior athletes must be supervised at all times while training.
7. Hammer, discus, javelin and shot should only be issued and used under the direction of a qualified coach or a senior athlete that has demonstrated competence and understanding of the risk assessment.
8. Equipment must not be left unattended around the track or infield. It must be returned to the equipment storage facility immediately after use.
9. Track users must ensure that track spikes do not exceed 6mm in length.
10. The central grass area is completely "out of bounds" to all athletes other than those retrieving thrown implements, unless advised by a coach.
11. The rotational swinging of any competitive implement will not be allowed in any area other than in the throwing cage.
12. Should there be a need to conduct "turnabouts" within a session then this must only be done once the prior agreement of other coaches and their groups has been secured. Turnabout sessions must be clearly segregated from other groups by at least one lane (preferably two)

**PLEASE REMEMBER THAT THE SAFETY AND WELL-BEING OF ALL ATHLETES & COACHES IS THE TOP PRIORITY AT ALL TIMES**

## 6.0 VOLUNTEERING

Our club relies solely on volunteers to operate. We are an ambitious club and for continued success we will always be grateful for additional hands to help out. We also understand and respect those that don't / won't / can't volunteer for whatever reason, but please don't be offended if you are asked. See below some examples of the ways you can assist and speak to a member of the committee if you can help in any way. The club organisational structure earlier in this document also outlines the various roles.

### CLUB MANAGEMENT

#### COMMITTEE MEMBERS

The day-to-day management of the club and its activities is fulfilled by a committee, which comprises up to 11 members. The club is also affiliated to England Athletics, and as such adheres to the various requirements that this affiliation demands. The committee manages and fulfils these requirements.

To ensure fresh eyes and revived motivation we are always keen for new members to get involved in the management of the club. All that is required is a passion and enthusiasm for the club and its core values. Any previous experience is an added bonus.

#### TEAM MANAGEMENT

A key part of club activities is team events across all disciplines; Track and Field, Road Running, Cross Country and Sportshall athletics. Team Managers are pivotal to the success of these teams, organising logistics, team entry, team administration, kit, etc.

#### PR, WEBSITE & SOCIAL MEDIA

We aim to have news reporting, an active website and social media presence. This is only achievable with some tech savvy, articulate and motivated people to be involved. If you have experience in this or think we could do better in a particular area, please offer a hand.

### EVENTS WE ORGANISE

Throughout the year we host a number of events for which we need enthusiastic and devoted individuals;

- Road running (Mad Hare 15, Hancock 5m, Wissey Half)
- Track and Field (Typically host 2/3 matches in spring/summer months)
- Cross Country (Grand Prix Series once a month, October to March)
- Sportshall (Typically host 1 match over the winter months)

Duties range from handing out drinks at drinks stations, to registration and results, to selling refreshments, to event management. Please remember we are a not-for-profit organisation and we struggle to compete with commercial outfits that offer significant benefits to volunteers in this space. We hope that the act of kindness to others of volunteering is all the motivation you need.

### TRACK AND FIELD ATHLETICS

Track and Field athletics is not possible without the following:

- Qualified officials:

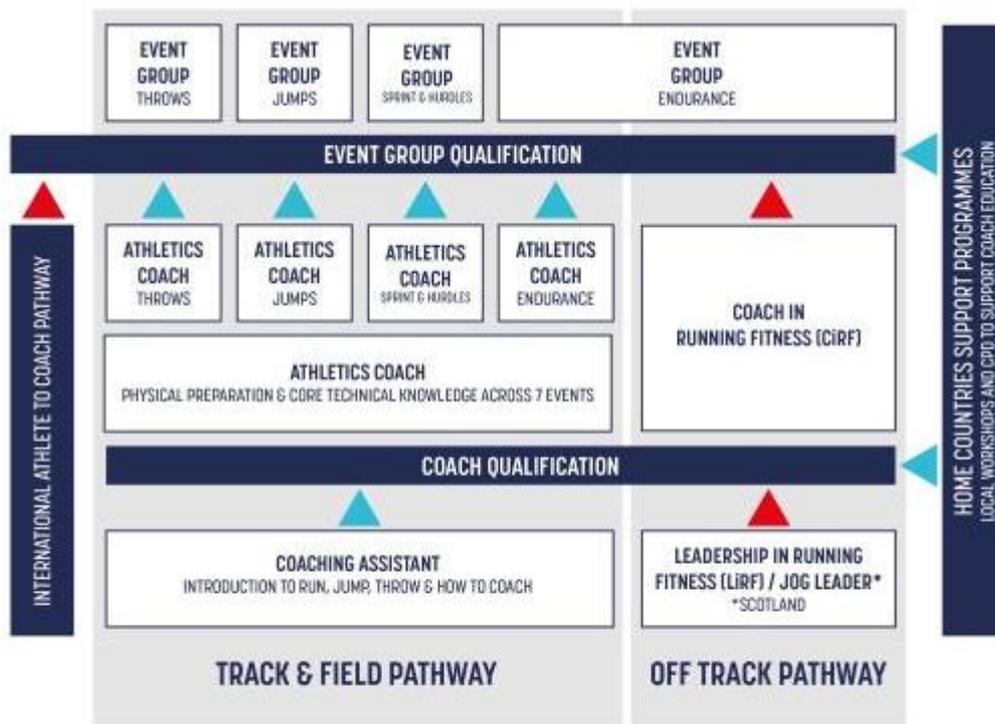
- Track Judges – Record the position athletes come in races, count the laps in distance events, monitor hurdle events, etc. Generally enforce the rules of athletics to track races.
- Field Judges – Record attempts by competitors, watch for infringements in throwing and jumping disciplines. Generally enforce the rules of athletics to field events.
- Timekeepers – times races! Easier said than done. Requires a steady hand and a steely focus on the starter.
- Helpers - rake a sandpit, move some hurdles, retrieve a javelin, replace a high jump bar, etc. They are not big or daunting tasks but they need to be done.

If you are interested in helping out in this area then speak to the Track and Field rep. In order to become an official you will need to attend a course (paid for by the club). Helpers just need to turn up!

## COACHING

As an England Athletics affiliated club we provide qualified coaching for all ages and abilities at our official training sessions. Coaching can be a hugely rewarding pastime, seeing the improvement in athletes week on week, year on year.

Our coaching qualifications are managed by England Athletics, where the qualifications themselves are split into two main areas; 1) Track and Field and 2) Off Track (Road Running & Endurance)



If you are interested in coaching then please speak to the coaching and development coordinator. In order to become a qualified coach you will need to attend a course (paid for by the club).

## 7.0 COMPETITIVE OPPORTUNITIES

We offer a wide range of opportunities to compete for the club in the sports of running and athletics and all members are encouraged to take up these opportunities, in particular those that receive regular coaching. As a club trying to promote the sports of running and athletics we reserve the right to give preferential coaching to those willing to compete on a regular basis.

When Juniors approach the upper end of the age bracket they are available to compete in some of the Senior competitions. We are aware the transition into Senior level competition can be daunting and as such we treat this transition on a case-by-case basis.

### OPPORTUNITIES FOR JUNIOR ATHLETES (AGES 9-16)

Juniors always compete in their own age group and these are specified as followed:

Under 11 – Schools years 4 and 5 (Under 11 as at 31<sup>st</sup> August)

Under 13 – School years 6 and 7 (Under 13 as at 31<sup>st</sup> August)

Under 15 – School years 8 and 9 (Under 15 as at 31<sup>st</sup> August)

Under 17 – School years 10 and 11 (Under 17 as at 31<sup>st</sup> August)

For cross country season (October to March), the age group is based on the age at 31<sup>st</sup> August for the year that season starts (i.e. follows track and field age group from preceding season)

## TRACK AND FIELD ATHLETICS

### EAST ANGLIAN LEAGUE (EAL)

The EAL is a Sunday league for athletes of all ages. It is perfect for all athletes and/or officials with minimal competition experience. Athletes compete in their own age-group, with each age-group scored separately as a "mini-league". These totals are then aggregated to give an overall match result.

There are eight age-groups in each match. Under 11 Boys and Girls (this is for fun only and is not a scoring age-group), Under 13 Girls, Under 13 Boys, Under 15 Girls, Under 15 Boys, Under 17 Women, Under 17 Men, Senior Women and Senior Men (Under 20s and Masters compete as Seniors). Each club can enter two scoring athletes into each event in an age-group ( there are some exceptions where only 1 scoring athlete is allowed). Non-scoring athletes are permitted in most events, and these provide the opportunity for new/inexperienced athletes to get a registered performance and competition practise, or for athletes who are already in a scoring event, to do additional events.

There are 4 league matches each year with the top 8 in each age group progressing to a trophy final which takes place in September each year. EAL matches commence at 11.15am and aim to finish at around 5.30pm.

More information at <http://www.cambsathletics.org.uk/east-anglian-t&f-league>

### EASTERN YOUNG ATHLETES LEAGUE (EYAL)

The EYAL is for boys and girls in the under 13, under 15 and under 17 age groups. Around 25 clubs taking part in 5 fixtures a year in a 'round robin' league there are finals for the top six and a plate final. More information can be found on the EYAL website.

Ryston compete in a composite team 'Team Norfolk' alongside a number of other Norfolk clubs. This provides a great opportunity for additional competition as well as the chance to meet like-minded athletes from other clubs in the area.

If you would like your child to take part in this league please contact the team managers (See contact information section).

More information at <http://www.eyal.org.uk/>

## SPORTSHALL

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Sportshall is the indoor brand of junior athletics for the winter months, using 'reversa' boards for running and adapted events for most of the main athletic disciplines such as standing long jump and high jump. Other events include the speed bounce and obstacle relay. The motto is 'fun first' and this is for everyone aged from 9 to 14.

We compete in a league against other clubs in the county, organised by Athletics Norfolk. In addition there is a County Championship event (which is entered separately) which offers the opportunity for children to qualify to represent Norfolk.

Those who have attended these events in the past will confirm how much fun they are, how active the athletes are and how much this improves overall performance. If you would like your child to take part in the league and represent the club then please contact the team managers.

More information at <http://www.athleticsnorfolk.org.uk>

## COUNTY / REGIONAL ORGANISED COMPETITION

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More competitive opportunities exist for individuals outside the organisation / scope of Ryston Runners AC. These include (but are not limited to):

- County Championships (Organised by Athletics Norfolk)
- Quadkids (Organised by Athletics Norfolk)
- Schools Events (Access via school PE department)
- Eastern / Southern Regional Championships (Organised by ESAA / SEAA)
- National Championships (Organised by England Athletics)

If you would like to know more about additional opportunities then please speak to the coaching team or the track and field rep.

## CROSS COUNTRY RUNNING

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### RYSTON CROSS COUNTRY GRAND PRIX

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You will likely be aware we organise our very own series of country races in the beautiful woods at Shouldham Warren. There are 6 races in the series, one a month from October through to March. These are suitable for all ages and all abilities, with races from Under 9s upwards.

These races are great for general fitness and for those with a competitive streak there are prizes on offer. Running the same course on a relatively frequent basis also offers the perfect opportunity to monitor your own times and improvement.

For parents/guardians, the Under 9 and Under 11 races incorporate a primary schools competition – we ask that you share this with your child's school PE representative.

For more information, please see the club website or speak to the cross county rep.

## COUNTY / REGIONAL ORGANISED COMPETITION

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Several opportunities exist at county level and beyond. Entry into these events can sometimes be required by the club and so if you would like to take part in them then please speak to the cross country rep.

- County Championships
- South of England Championships (+ Relays)
- England National Cross Country Championships (+ Relays)

In addition to the above, in a similar format to the track and field, there are schools events that are accessed via your child's PE department.

## OPPORTUNITIES FOR SENIOR ATHLETES (AGES 16 AND OVER)

### TRACK AND FIELD ATHLETICS

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#### SOUTHERN ATHLETICS LEAGUE (SAL)

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The SAL is the main team track & field team competition for our senior athletes. These are typically on a Saturday and consist of 5 fixtures spread across the spring/summer months. Two competitors are entered into each event and score points for the team against opposition from 3 other clubs.

Teams are generally selected, however guest competitors are allowed so speak to the Track and Field reps if you would like some competition practise at these events. SAL matches commence at 12pm and run through to approximately 5pm.

We currently compete in Division 2 of the SAL (Which puts us as one of the top teams in East Anglia) offering county level of competition for our members both male and female. We only achieve and maintain this league status because we act as a team and so if you are available and can help out in either a competing and volunteering function then please do.

More information at <http://www.southernathletics.org.uk/>

#### EAST ANGLIAN LEAGUE (EAL)

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See Junior section

#### EASTERN MASTERS ATHLETICS CLUB LEAGUE (EMAC)

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The Eastern Masters Athletics Club (EMAC) Track & Field League is a friendly but competitive league for athletes over 35. Clubs from across the Eastern Region compete in regionalised leagues (Northern, Central & Southern), with the top 2 from each league in men & women progressing to a league final in Bedford in September each year. There are 4 fixtures leading up to the final, taking place on various (mostly) Wednesday evenings. Competition is split up into 3 age groups: 35-49, 50-59 & 60+ for both genders.

This competition is open for any member over 35. Even if you have no prior experience of Track and Field athletics, you will be welcomed onto the team. Please contact Helen Reed (thereeds2@sky.com) for more information on this League.

## COUNTY / REGIONAL / NATIONAL ORGANISED COMPETITION

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Senior and Masters specific competitions exist from County all the way up to National level;

- County Championships
- Eastern Championships
- Southern Championships
- English Championships
- UK Championships

Some Senior events have an entry level requirement. For Masters everything up to and including the World Championships have an open entry policy. For more information on these events please speak to the coaching team or the track and field rep.

## ROAD RUNNING

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### OPEN RACES (INCLUDING NORFOLK ROAD RACING GRAND PRIX SERIES)

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You will know that there are races throughout the year all across the county and beyond. Some of these are included in our club championship, but also some are included in the County Grand Prix Series where age group prizes are on offer. More information on this can be found on the Athletics Norfolk website.

### RYSTON CLUB CHAMPIONSHIPS

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We currently organise a club championships which covers a number of running events throughout the year. Points are on offer for participation, personal bests and volunteering. The aim of this competition is fun and camaraderie. Alongside the points competition we operate an age-graded competition. For more information see the club website.

### ROUND NORFOLK RELAY

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A 17 stage continuous relay around the Norfolk border. [www.roundnorfolkrelay.com](http://www.roundnorfolkrelay.com)

For those that don't know we have a rich history with this unique club challenge. We ran the first event as a club challenge and subsequently opened it up to other teams. The event is now managed by a separate organising committee.

We commit to entering teams every year and almost always oversubscribe on the number of people wanting to run versus the number of spaces available. Offering to help out with the logistics and team management is always favourable in selection for future years (but never a given). A paragraph or two here will never be enough to describe quite how unique this event is, we suggest you put your name forward to the road running rep to be involved in some way at the next running of the event.

### LONDON MARATHON

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As an England Athletics affiliated club we are granted a number of places at the London Marathon each year. The number of places is dependent upon the number of first claim senior members we have in that year.

The places are made available to the membership to apply for and these are generally awarded at the club AGM by the committee for commitment to the club.

### HEREWARD RELAY

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This is a 4-stage multi-terrain relay between Peterborough and Ely organised by March AC. Again, we have a rich history in this event having taken part every single year. We have won the event on a

number of occasions and is a great alternative to the Round Norfolk Relay requiring significantly less logistical organisation! For more information see the March AC website or speak to the cross country rep.

## CROSS COUNTRY RUNNING

### RYSTON CROSS COUNTRY GRAND PRIX

This is the same as the Junior section except for our senior athletes we run a 'handicap' at each event where each runner is estimated a time based on previous performances, the winner being the runner that shows the greatest improvement versus previous form at each race.

These races are a great club event and have over 30 years of history. They are also a key fundraiser for the club that helps subsidise a number of other events. Your support is much appreciated both in running at these events and helping to put them on.

### NORFOLK XC LEAGUE

For the season 2019/2020 the county are trialling a XC league, open to all affiliated clubs in Norfolk. This is initially only open to senior athletes. The idea is that we compete against other clubs – a great opportunity for team camaraderie and some away days.

The County Championships form part of this league.

### COUNTY / REGIONAL / NATIONAL ORGANISED COMPETITION

Several opportunities exist at county level and beyond. Entry into these events can sometimes be required by the club and so if you would like to take part in them then please speak to the cross country rep.

- County Championships (individual entry via Athletics Norfolk website)
- South of England Championships (+ Relays)
- England National Cross Country Championships (+ Relays)

## YEARLY COMPETITION CYCLE OVERVIEW

You will see from the list below, no matter your age or interest there is always something going on at any time of the year. This is just a high level overview and is not exhaustive and in some cases may not be entirely accurate for every year.

	Junior			
		Senior		
Month	Sportshall	Track and Field	Cross Country	Road Running
January	County Champs	Indoor County Champs	County Champs	
			Ryston XC Race 4/6	
			County Schools	
			Southern XC	
February	Regional Competition		Ryston XC Race 5/6	Ryston Mad Hare 15
			National XC	
March			Ryston XC Race 6/6	
			Inter-counties	
			English Schools	
April		League Matches		London Marathon

<b>May</b>		Outdoor County Champs		
		League Matches		
<b>June</b>		League Matches		
		Norfolk Schools		
<b>July</b>		League Matches		Hancock Handicap
		English Schools		
<b>August</b>		League Matches		
		Regional / National Age Group Championships		
<b>September</b>		League Finals (EMAC/EAL)		Wissey Half Marathon
				Round Norfolk Relay
<b>October</b>	League Matches		Ryston XC Race 1/6	
			Southern XC Relays	
<b>November</b>	League Matches		Ryston XC Race 2/6	Hereward Relay
			National XC Relays	
<b>December</b>	League Matches		Ryston XC Race 3/6	

## FINANCIAL SUPPORT

Occasionally financial commitments with regard to club activities and competition may lead to personal financial difficulty.

Should this arise the club committee are prepared and open to review applications for financial support on a case-by-case basis.

For more information please contact the club chair. Please be aware financial support will only be considered for activities that promote the club and align with the clubs vision and values.

## 8.0 CLUB COMPETITION KIT POLICY

If you are representing Ryston Runners AC in an event where you are competing for a team then UKA rules state that you must wear the standard club kit (see extract below) – this includes road races where team prizes are on offer (and the race is organised under UKA rules).

Clubs vests are currently £20, arrange a session to try some for size and purchase by speaking to member of committee on a club night – alternatively email the club secretary.

The consequence for not competing in club colours is that you may be disqualified from the team prize or from obtaining points, which may affect the other members of your team. For athletes in the under 11 category we recommend speaking to the team manager with regards to competition wear. Approval to wear the club technical tee is required by event organisers.

If the event is not a team based event then of course the club would still request that you consider wearing club kit as it helps us all feel like part of the same club and the kit is recognised far and wide.

At informal events such as parkrun or events not held with a race/competition licence you can wear any kit. In general, if you have given your UKA number to enter then you should wear the club kit.

If you are competing for a charity and/or receiving some form of sponsorship then it is acceptable to run in another kit (however the team rules would still apply so you may be disqualified from the team prize). NB – a club place awarded to an individual for the London Marathon is an exception to this rule, where club kit should be worn.

If you are competing in a higher competition (for example your county) then you should wear the kit that is required.

The full rules on club kit (taken from the current version of the UKA Rules for Competition) follow:

### *RULE 17 CLOTHING*

*(1) In all events competitors must wear at least vest and shorts (or equivalent clothing) which are clean and so designed and worn as not to be objectionable, even if wet.*

*(2) In team or relay races all competitors must wear registered vests of the same design and colour of the team they are representing, unless the Referee has given permission for a change to be made. NOTE 1: This Rule does not preclude the possibility of clothing being different in style between participants in the same team e.g. vests of different length, cut of sleeve or collar etc. Any team clothing should, though, still broadly correspond in colour and design notwithstanding these differences. NOTE 2: Clubs are permitted to have two sets of colours registered at any one time. In team or relay races all competitors should wear registered vests of the same design.*

*(3) In individual English County, Scottish District, Welsh Regional and National Championships, (but excluding Road Running) athletes must wear the vest of their first-claim affiliated Club, their County or National vest, or any other Representative vest approved by UKA. The affiliated Club concerned must be the one which in terms of Rule 2(4) caters for that particular discipline of athletics. NOTE: In exceptional circumstances the Referee may grant permission for an alternative vest to be worn.*

*(4) Except as is allowed for in Rule 16, competitors are not allowed to take into an arena or course any form of advertising material, nor to display on their person any such advertising other than: (a) the accepted name of their affiliated Club in lettering which should not exceed 4cm in height. In the case of County vests the lettering indicating the name shall not exceed 6cm in height. (b) a single Trade Mark of the manufacturer of the clothing they are wearing which may appear on the upper body attire. This Mark must not exceed 20 square cm, with the lettering maximum height of 4cm and the total logo maximum height of 5cm. On lower body attire the logo shall not exceed 20 square cm with maximum height of 4cm and may only appear once.*

## 9.0 CONTACT INFORMATION

### ADDRESS

FAO: Ryston Runners AC  
The Federation Club,  
Lynn Road,  
Downham Market  
Norfolk

### E-MAIL

[secretary@rystonrunners.org.uk](mailto:secretary@rystonrunners.org.uk)

### COMMITTEE OFFICERS

Chairman	Rob Simmonds ( <a href="mailto:chair@rystonrunners.org.uk">chair@rystonrunners.org.uk</a> )
Secretary	Penny Seeger ( <a href="mailto:secretary@rystonrunners.org.uk">secretary@rystonrunners.org.uk</a> )
Treasurer	Sue Tuff

### ADDITIONAL USEFUL CONTACT INFORMATION

Membership Secretary	Jon Benstead ( <a href="mailto:membership@rystonrunners.org.uk">membership@rystonrunners.org.uk</a> )
Welfare	Mick Ennis ( <a href="mailto:ennism@sky.com">ennism@sky.com</a> ) Lindsey Clare ( <a href="mailto:rystonlindsey@gmail.com">rystonlindsey@gmail.com</a> )

### WEBSITE

[www.rystonrunners.org.uk](http://www.rystonrunners.org.uk)