

General Rules Governing The Round Norfolk Relay (Version 2012/1)

The Event.

1. The Round Norfolk Relay (RNR) will take place annually over the third weekend in September, staged under the auspices of the Norfolk AAA Road Running Committee with day-to-day management vested in the Round Norfolk Relay Committee. The event will be permitted by and staged under the rules of the Association of Running Clubs (ARC).
2. Starting and finishing in Lynnsport and Leisure Park, King's Lynn, the race follows a multi-terrain course of approximately 197 miles, generally along a route adjacent to the Norfolk county boundary. The course, including each of the 17 component stages, will have been measured.
3. It is a club/team responsibility to ensure their runners and supporters are aware of the general rules and safety rules.

Team Composition.

4. Each team, regardless of class, will consist of 17 runners. Within the race there will be four team classes: Open, Club, Master and Ladies. The criteria for each class are as follows:
 - **Open**: the composition is unrestricted.
 - **Club**: must include 5 females and 6 masters (defined below) of either gender: the remaining runners may be of any age and gender.
 - **Master**: must be made up of all masters either male or female (men aged 40 and above and women 35 and above on race day).
 - **Ladies**: must comprise all females.

Eligibility.

5. Runners must be a member of the club they are representing. It need not be their first claim club.
6. A runner may only run one stage and for one team.
7. Juniors under the age of 15 (on race day) are not permitted to run in the event. The minimum age for a junior to run an individual stage is given at the top of each Stage Description on the website. These must be strictly adhered to.

The Entry Procedure.

8. The capacity of the race will be determined on the basis of safety considerations and announced before the entry opens, usually in early March.

9. All entries will be governed by the principle of 'One team, per class, per club'.

10. All clubs entering the race must be affiliated either to UK Athletics (UKA) or to the Association of Running Clubs (ARC)

11. Priority Entries. Clubs based in Norfolk which are members of the Norfolk AAA Road Running Committee will be allowed to enter a team/teams for the race during a two week 'window', prior to the entry being opened to all, providing they can attain the standards of the race and that they provide assistance to staging the race.

12. During the same two week period, clubs from outside Norfolk will be granted a **one** priority place entry if:

- They agree to assist the race by manning a changeover point or signing a stage or in helping in any other manner which is considered appropriate by the RNR committee. Should there be more clubs volunteering to help than tasks available, the committee will decide which clubs will be chosen to help, with priority being given to clubs that helped stage the previous year's race.
- A club has previously taken part in a minimum of 10 RNRs, the last being within the previous 3 years.
- A major sponsoring organisation wishes to enter a team (providing they are an affiliated club).

13. Clubs granted a priority entry will be published on the website **in advance of the entry opening.** Those clubs will have to submit an on-line entry and pay the entry fee within two weeks, after which the offer of a priority entry will be withdrawn.

14. Other Entries. Once the priority entry is closed, other clubs will be able to apply for vacancies using an on-line application, stating the class/classes for which they are applying. This period will last 14 days. The RNR committee will then decide which of those applications they wish to accept. In arriving at a decision the committee will take account of various factors including previous appearances and performance, class to be entered, the ability of a club/team to

meet the standards of the race and the breakdown of teams required to meet a balance in the four classes within the race. Those teams chosen to fill vacancies will be asked to confirm their acceptance, within 14 days, by completing the on-line entry form and paying the entry fee.

15. An entry will only be deemed to have been received/accepted when full payment of the entry fee has been made using Pay Pal.

16. Withdrawals. If for any reason a club decides to withdraw their entry, no refund of the entry fee will be given within 3 months of the date of the race. Any club withdrawing before the 3 month period will be required to pay 20% of the entry fee to cover administrative costs.

Declarations and Start times.

17. Teams are required to make two declarations, notifying their runners, prior to the race. These are called the Preliminary and Final declaration.

18. A Preliminary Declaration form will be made available on the website at least **three weeks** before the event. This **MUST** include an estimated running time which will be used to determine the team's start time and for the award of the time estimate prize. The Preliminary Declaration can be amended as required but the last version, which should be as complete as possible, **must be submitted by the end of Tuesday before the event weekend (effectively at least four days before the event).** At this point the time estimate and the allocated start time are fixed and cannot be changed.

19. Time Estimates. It is the duty of each team manager to ensure their team's running time estimate is as accurate as possible. If any teams arrive before 6:30am at Stowbridge (16/17 changeover), the RNR reserves the right to hold those teams until 8:00am. Teams arriving before 6:30am at Stowbridge two years in succession will result in a review of their clubs' entry entitlements.

20. A Final Declaration must be made at least 30 minutes before a team's allocated start time. Previously submitted Preliminary Declaration details may be changed with the exception of the time estimate (see 18). Once the Final Declaration has been made no changes are permitted to any element of the declaration, including those named or to the stages they have been nominated to run. **Disqualification will result if this rule is infringed.**

21. Submission:

- Teams starting at or before 6.30 am must make a final declaration on the Friday. This may be in person at Lynnsport by 9pm, by text if there are no

changes to the team or by using the on-line declaration form if there are changes to the team. No other method will be accepted.

- Teams starting after 6:30am may not declare on the Friday.
- In the case of teams declaring on Friday, the 30 minute rule (see 20) shall still apply if late team changes are required.
- A club/team shall be held responsible for the accuracy of the information in the Final declaration.

22. A team's start time is based on all teams finishing at approximately 9.30 am on Sunday. The earliest start time is 5.30 am on Saturday morning. This means that teams will be expected to complete the course in a maximum running time of 28.00 hours (8.31 mins per mile). No estimate of a team's running time in excess of 28.00 hours will be accepted. Prize-giving will be held promptly at 11.00am on Sunday. To assist in the timely production of the race result, a copy of the team time sheet will be collected at an interim changeover (location to be notified before the race) and, if required, from 8.30 am at Stowbridge (16/17 changeover).

Team Defaults.

23. A club entering a team class for which they find they are unable to meet the composition criteria (see 4), may switch to an alternative class and declare this at the Final declaration, providing they do not infringe the one team, per class, per club rule (see 9) and meet the conditions of this alternative class.

Individual Defaults.

24. See 39.

Pacing.

25. Pacing is not allowed during the race. Cycling alongside or ahead of a runner constitutes pacing.

Escorts

26. Runners may not be accompanied by another runner, whether part of the team or not, except during the off-road elements of Stages 1-5 inclusive or with the prior agreement of the chief referee in the case of a blind or deaf runner. This rule does not preclude support elements from passing drinks or directions etc., to a runner.

27. Runners must be accompanied, while on the highway, by a 'vehicle' that must be contactable via the team official mobile. During the hours of daylight the 'vehicle' must be a pedal bicycle (not a motor vehicle) and at night a motor

vehicle: both must travel **directly behind** the runner at all times. At night, in addition to a motor vehicle, a suitably lit bicycle may also be in attendance.

Support cyclists must wear a team number which can be viewed from the rear.

Motorcycles may not be used as escorting vehicles (see Safety Rules).

28. Local by-laws expressly prohibit the use of bicycles on the North Norfolk Coast Path. Therefore bicycles are not permitted to escort runners on the off road sections of stages 1-5 inclusive.

Baton.

29. A standard adult baton of the type used in track relays, supplied by the RNR, will be carried throughout the race and passed from one runner to another at each changeover point. The baton is to be held in the palm of the hand and not attached to the body by any other means.

Route.

30. It is a team responsibility to get runners to/from changeover points

31. Route finding is a team responsibility. The designated course, as detailed on the website, is to be followed at all times. Fluorescent directional signs and flashing lights will be used to sign the course as required.

32. During the event should an emergency make it essential to alter the route, the organisers reserve the right to do so without prior warning. Arrangements will be made to inform teams of changes by using a text message.

Loudspeakers.

33. The use of loudspeakers/loudhailers at any time during the race is prohibited.

Dogs.

34. Dogs are not permitted to accompany runners during the race.

Timekeeping.

35. Timekeeper: Each team must nominate a Principal Timekeeper as part of the Preliminary Declaration, who is responsible for:

- Starting digital timers at the team's start.
- Being conversant with race rules, specifically as they apply to timekeeping.
- Making sure that Assistant Timekeepers understand what they have to do.
- Ensuring that an accurately completed Time Sheet, supplied by the RNR, is handed in at those places nominated by race instructions.

36. Timers: Digital timers must be used and all times recorded as hours:minutes:seconds. Tenths of a second should be rounded up to the next whole second.

37. Time Sheets: Times must be recorded on the Time Sheet, at each changeover, from a timer started at the team's start.

38. Recording of times: Times must be recorded as the cumulative time from the team's start, not as a stage time and not as time of day. An example of a completed time sheet, including defaults, is illustrated as part of the Time Sheet.

39. Defaults - Did not Finish (DNF) or Did not Start (DNS):

- In the event of a runner starting but for whatever reason being unable to complete a stage, a predetermined time penalty will be applied by taking the previous year's slowest running time over the stage, regardless of category, plus 5 minutes.
- Where a runner fails to start a stage, for whatever reason, the previous year's slowest time over the stage, regardless of category, plus 10 minutes will be applied.
- Predetermined penalty times to be applied in either default instance will be published prior to the race in the Penalty Table, available on the website.
- A default (DNF or DNS) must be noted on the Team Result Sheet. A default time will be attributed to the runner attracting the penalty.
- After an individual default teams are free to start the next stage as soon as they are ready. The start time of the next stage will be zero and the timer(s) must be reset to zero.
- If a nominated runner fails to turn up to run a stage, the team must not insert a replacement runner.
- A team is allowed to default on up to three stages, after which they will be disqualified. In this case, individuals in that team who have successfully completed a stage, prior to disqualification, will be eligible for stage awards/records.

40. Not ready to start: Where a runner is not in position for a take-over, any time delay is to be added to the receiving not the incoming runner. The finishing time for the incoming runner ends when he/she is level with the stage sign.

41. Verification: Timers and Time Sheets must be shown to a race timekeeper at any changeover when requested.

42. Time Sheet copies: One copy of the Time Sheet must be left with the official timekeeper at an interim changeover (location to be notified before the race), one at the beginning of stage 17 if requested and one at the finish.

43. Inaccuracies: In the event of inaccurate or illegible recording of stage times so that a time cannot be verified, individual stage times and/or a team's overall time may be declared null & void. It is therefore extremely important that timekeeping is accurate and verifiable.

44. Disputes: In the event of a dispute or disagreement regarding any time, the Chief Timekeeper will decide and report the decision to the Race Director.

Infringements.

45. Where a team or individual is considered to have infringed the general rules or safety rules of the race, a race referee or official may issue an official warning. This will be notified, at the time, to the person or team that has infringed the rule and subsequently either directly or on the telephone to the team captain. The chief referee must also be notified. Where a team has received a total of three official warnings, that team will be disqualified from the team competition. A serious infringement of the rules or safety conditions could result in immediate disqualification.

46. Times posted by individuals running for the disqualified team prior to disqualification will remain eligible for individual stage awards/records.

Objections and Protests.

47. Any protest or objection against the qualification to compete, or the statements on the entry form of another competitor, team or club, or of the results of the event shall be made to the Chief Referee in the manner described below. When practical, such protest or objection should be made before the date of the race, on the day of the race or no later than 7 days after the date of the race.

48. Every protest or objection shall be made in writing (including email), accompanied by a deposit of £10.00, shall be forwarded to the Race Director, who will forward it to the Chief Referee. If, after investigation, the protest or objection appears not to have been made on reasonable grounds, the deposit shall be forfeited to the Round Norfolk Relay account. The name of the person/club making a protest will, on request, be made known to the person/club/team against whom the protest is directed.

49. The Chief Referee shall rule upon the protest or objection and his decision shall be final. The Chief Referee will communicate his decision to the Race Director and the objector. In the event of the protest or objection having a bearing on a prize/s, they will be withheld until the matter has been resolved.

Note: Those rules highlighted have been introduced for the 2012 race.