SOUTHDOWNS ORIENTEERS SUMMER PARK SERIES PLANNER'S NOTES

These notes should be read in conjunction with the SO Planner's and Organiser's Resources, which can be found on the SO website using the link below:

https://www.southdowns-orienteers.org.uk/info/volunteers/organisers-and-planners-resources

What

The Southdowns Orienteers Summer Park Series aims to provide quality events that cater for both experienced orienteers and newcomers to the sport of orienteering.

How

The series will comprise of 8 events taking place between June and September. Yellow, Orange and Sprint courses will be provided at each event. Competitors will be divided into the following classes. Each competitor's best 5 results will count in the series competition. Medals will be awarded in each class:

Category	Age Class		Course		
Yellow	M12	W12	Yellow	1.2km - 1.4km	10-14 Controls
Orange	M14	W14	Orange	1.8km - 2.2km	15-20 Controls
Junior	M16	W16	Sprint	2.5km - 2.9km	20-25 Controls
Senior	M18-M35	W18-W35	Sprint		
Veteran	M40-M50	W40-W50	Sprint		
Super Veteran	M55-M60	W55-W60	Sprint		
Ultra Veteran	M65+	W65+	Sprint		

Competitors can run up a class/classes if they wish (NB some roads may need to be marshalled to achieve this for <M/W16)

When

Time of Day	Registration	Starts	Course Close
Morning	0945hrs – 1045hrs	1000hrs – 1100hrs	1200hrs
Evening	1845hrs – 1945hrs	1900hrs – 2000hrs	2100hrs

Purple Pen

Please use Purple Pen to plan your courses.

http://purplepen.golde.org/

Course lengths

Courses should be planned to produce a winning time of between 13mins - 15mins, to achieve these times course lengths will typically be:

- Yellow 1.2km - 1.4km 10-14 controls
- Orange 1.8km - 2.2km 15-20 controls
- Sprint 2.5km - 2.9km 20-25 controls

Course Design

- Maximise route choice for each leg
- Minimise the ease of seeing the best route choices
- Maximise direction changes
- Avoid long legs unless they have very high quality

Map Files & Minor Map Updates

Please contact the Mapping Co-ordinator, Chris Hooker, mapco@southdowns-orienteers.org.uk, for map files and if you require any minor map updates.

Printing

Neil Crickmore captain@southdowns-orienteers.org.uk will print the maps, please give him plenty of time (no less than 7 days) to print and return the maps to you. Neil can provide advice on the number of maps to print for each event but based on previous events assume the following quantities:

- Yellow x 10
- Orange x 15
- Sprint x 60

Control descriptions should be printed on the maps as follows:

- Yellow = Text
- Orange = Symbols.
- Sprint = Symbols.

The planner is responsible for printing:

- An A4 notice listing course length/No of controls/difficulty
- Any other notices they may require.

Risk Assessment

The Safety Officer, Karen Ashworth, safety@southdowns-orienteers.org.uk, will provide a starting point risk assessment. The planner is responsible for its completion prior to the event taking place.

Contactless Punching

All SO summer park events will offer contactless punching as well as conventional punching.

SIAC's will be available for hire to those competitors who wish to take advantage of contactless punching.

Prior to setting out, Si control units, start, finish, check & clear boxes must be cleared, using the purple coloured "clear" dibber provided.

When setting out Si control units, start & finish boxes, they must be turned on using a standard dibber/SIAC.

At the start box, after clearing their dibber, all competitors must punch the Si check unit prior to running. This will turn on the contactless function of competitors SIACs and provide a record of all competitors starting a course.

The contactless function of competitors SIAC's will be turned off when they punch the finish control at the end of their course.

To conserve battery power, Si control units, start, finish, check & clear boxes must be turned off at the end of the event using the purple coloured "off" dibber provided.

SI Team

As soon as you have finalised your courses please send the xml file of the courses to the Si Team Co-ordinator, Joe Barret, si@southdowns-orienteers.org.uk.

The Si team will need to know exactly where you want them to set up and where the closest parking space is.

SO Website

As soon as you know the following details, please send them to the Web Editor, David Marsh webeditor@southdowns-orienteers.org.uk using:

SO Event Web Update Form v3.0

- Nearest public transport
- Directions and parking details
- Terrain description
- Facilities (e.g. squash/water at finish, toilets)
- Courses provided (incl lengths)
- Dogs allowed/not allowed

Planners Checklist

Before you start planning the courses consider:

- Competitors parking.
- SI team parking.
- Planners/Organisers parking.
- Layout of start, finish, registration (if possible in the shade please) & download (if possible in the shade please).
- Where will the competitors relax after running
- Number of helpers available.
- Other park users.

The planner is responsible for:

- Obtaining helpers.
- Collecting the SI units, stakes, kites, start clock, feather flags, map boxes, start grid, signs & tape from the previous event.
- Printing a course length/No of controls/difficulty sign.
- Getting the maps and loose descriptions printed.
- Completing a risk assessment and ensuring that they and the club safety officer/licenced controller sign it.
- Making sure road crossings are manned if <M/W16 are going to use them.
- Putting full event details on the SO events web page.
- Printing and putting up notices in advance to inform the public that an event will be taking place.
- Sending the XML file to the Si team.

Equipment

The planner of the first event in the series will need to collect the equipment listed below from the Club Equipment Officer, Neil Crickmore, captain@southdowns-orienteers.org.uk. Subsequent planners will need to collect the equipment at the end of the previous event.

1 x Start clock
2 x Clear Si unit
2 x Check Si unit
2 x Start Si unit
2 x Finish Si unit
33 x Si units
36 x Standard Si stakes
4 x Large Si stakes
4 x White plastic stakes
40 x O Kites
1 x Start feather flag
1 x Finish feather flag
1 x SO feather flag
3 x Map boxes
1 x Start grid
1 x Series details sign
4 x Orienteering event direction signs (as required)
2 x Runners crossing signs (as required)
1 x Red/white tape
1 x Yellow/black tape

The SI Team will bring:

Hire dibbers
Club mobile
First aid kit
AED