



ILKLEY HARRIERS

Relays Policy

The Club recognises the benefits of relay races and encourages all members to compete in them.

In most cases the Club will **pay relay team entry fees**. This encourages participation, simplifies administration for team organisers, and gives a benefit to members. Normally the person who submits the entry will request reimbursement from the Treasurer after the event, but when required (e.g. for larger entry fees) the Treasurer may be requested to provide a cheque to pay the entry fee in advance.

The **general approach** will be that:

- the Club will publish a full list of relay events and promote relays on the web site, on club nights, and in the newsletter;
- team selection criteria will be clearly set out;
- events will be classified by discipline (road, fell, or XC/trail); and as 'Open' (suitable for any member), 'Advanced' (events with a high standard of competition and possibly a limited number of team entries available, indicating selection of runners), or 'Intermediate' (between the two).

Captains' responsibilities

In general, it is the Captain's responsibility to oversee relays relating to their discipline (road, fell, or XC/trail).

This includes:

- identification and classification of events;
- ensuring events are promoted to members in good time via the web site, newsletter, and other Club media;
- determining the number of teams to be entered;
- obtaining, completing, and submitting entry forms in good time;
- recording expressions of interest by members (see members' responsibilities);
- appointing relay team leaders if appropriate;
- determining and publicising selection criteria if necessary.

Any or all of these duties may be delegated to another Club member for a specific relay event.

In some cases the Captains will have to select runners, whether it is because there is more than one team entered – who goes in what team; or where the number of teams is restricted and not all members who wish to run (see members' responsibilities, below) can be accommodated.

Where selection is necessary, there must be a *clear and publicly stated* selection policy and this should be announced by the Captain or their delegate as soon as possible after the relay is first publicised or as soon as it becomes apparent that selection is necessary.

Members' responsibilities

In a club of our size it is impossible for the Captains to know the abilities and wishes of all members. Whilst a Captain or their delegate *may* solicit or encourage participation by individuals, this is not a *responsibility*. Thus it is the Club member's own responsibility to make sure they are **aware** of relay opportunities and if they are interested in participating to **inform** the relevant Captain (or their delegate) of their interest, availability and ability level.