

## **Chestnut Tree House Littlehampton 10k 2021 Frequently Asked Questions**

The Chestnut Tree House Littlehampton 10k is our annual 10k road run in Littlehampton. After a year away (with a virtual 10k replacement in 2020) due to COVID, the Littlehampton 10k is back for 2021.

You should be able to find everything you need on our website, but here are some additional details for you around the event, registration, fundraising, being there on the day, and safety.

### **The event and registration**

#### **When is the Littlehampton 10k?**

On Sunday 5 September 2021, starting at 9:30am.

#### **Where is Littlehampton 10k?**

The run starts along Littlehampton promenade, at the end of Banjo Rd (BN17 5LG).

#### **How do I enter?**

You can register for the Littlehampton 10k by either...

- Visiting: [www.chestnut-tree-house.org.uk/10k](http://www.chestnut-tree-house.org.uk/10k)
- Calling us on 01903 871820

#### **When do I need to enter by?**

Registration closes on Tuesday 1 September at midday. You will not be able to enter the Littlehampton 10k: Virtual Edition after that and there is no on the day registration.

#### **How much is it to enter?**

There are two options for entry, being...

- Standard Entry = £22
- Premium Entry = £45

Both entry types get you fully chip timed entry and finishers medal. With Premium Entry you also get a Chestnut Tree House running vest.

#### **What else is included with my entry?**

Your entry fee only covers the cost of putting on the event, which includes...

- Fully marshalled route
- Chip timing
- Free parking
- Water stop on route
- First aid

#### **Can I get a Chestnut Tree House running vest without Premium Entry?**

Yes, you can. By raising £100 or more as part of your run, you'll join the '100 Club' and will get a Chestnut Tree House running vest.

**Is there a minimum age limit?**

Runners must be 16 or over at the time of the event. Do contact us if you have further questions.

**Can I create a team or enter as part of a team?**

Yes. When you register, you'll be given an option to create a team or join a team.

If you create a team, you will be the Team Leader and will be able to see team members in a special area after registration. Your team will then appear on the drop-down menu for others to join.

If you are joining a team, make sure that the Team Leader has set the team up. You can then pick this from the drop-down menu when prompted.

If you are not wanting to create or join an official team, but have a team name, there is a box you can fill in as you register. We'll know who you are, but the team won't appear on the drop-down menu.

Whether you are creating an official team, joining an official team, or just making a team of a couple of you, each member will need to register separately.

**Can I take part in a wheel chair?**

Yes. We would kindly ask you to let us know so we can organise the start pens accordingly and make our medical team and marshals aware.

**Can I take part if I'm blind?**

Yes. We would kindly ask you to let us know so we are aware of your support runner's details, can organise the start pens accordingly and make our medical team and marshals aware.

**Can I cancel / transfer my place?**

Unfortunately, all places are non-refundable, non-transferable, or non-deferrable.

**What if it gets cancelled due to COVID?**

Hopefully, by the time September is here, lockdown restrictions will be a distant memory and events won't be needing to be cancelled due to COVID.

If that were to happen though, under our COVID promise, you would be offered options to defer your place to 2022 or get a refund on your registration. We would contact you about this at the time.

**Will there be a virtual Littlehampton 10k again this year?**

If we have to cancel the Littlehampton 10k due to COVID, we will look at the possibility of turning the event to a virtual one again. We would let you know nearer the time and would hope to know if this was the case by early August.

**What if the event gets cancelled for another reason?**

Unless we really can't put on the Littlehampton 10k 2021 (for example, due to extreme weather), the run will go ahead. If this happens, we will be in contact at the earliest opportunity to let you know.

**What if I already deferred from the 2020 event?**

If you were signed up for the Littlehampton 2020 and deferred your place to this year, you should have already received an e-mail from us recently with an update. If you are unsure about your 2020 place, do get in touch and we can let you know.

## Changes to the 2021 event

There are a few changes being made this year. Some are part of our COVID safety measures (whilst we feel all restrictions will be lifted by September, we want to make sure you feel safe) and some are part of improvements we're making to make the Littlehampton 10k even better.

### Will there be a 5k route this year?

In order to put on the best event we can this year and needing to still plan with COVID restrictions in mind, there will be no 5k. This should return in 2022.

### What other changes are you making for 2021?

- **Start pens and waves:** runners will be put into start pens based on their finishing time. Pens will then be let off in waves, with runners being socially distanced to the start.
- **Improved route:** we are tweaking the route to avoid crowding along the streets (which will be helped by the start waves too), plus reducing areas where there is crossover.
- **One-way systems:** across the start area, facilities and event village, we'll have socially distanced queues and one-way systems to allow runners to move around safely.
- **Grab and go:** medals, refreshments and water stations will be set up as grab and go, to avoid items being handed to runners. Items will all be cleaned during the day.
- **Full PPE:** all our staff, volunteers, partners, and suppliers will be wearing any necessary PPE and will wash hands regularly. We'll have hand sanitising stations for runners too.

We'll also be asking you to help us and do your part on the day as needed. We have written a handy guide on [how we will keep you safe](#), which you can find on our website.

Of course, by September, we hope that all restrictions will be lifted. We'll still have the above items in place. If anything changes we'll update you along the way.

## On the day

We'll be sending you all the on the day details you need nearer race day, but here are a few key bits of information that you may find helpful now.

### What is happening with the start pens?

When you register you'll be asked to estimate your finishing time. We'll use this to allocate runners into the start 5 pens. Whatever pen you are in; your finishing time won't be affected as this is based on when you actually cross the start and finish line.

We will do our best to keep team members in the same start pen. However, if team members have very different estimated finishing times, they may be allocated to different start pens.

The start pens will be positioned on the grass area in front of the start line (alongside the fenced off picnic area). Runners will be led up to and along the promenade, to the start line, one start pen after the other. Once on the promenade, runners will be let off as they reach the start line.

**How will I know what start pen I am in?**

We will let you know in your final on the day update, which will be sent the week of the run. Start pens will be well sign-posted, or you'll be able to ask one of the team on the day if you're unsure.

**What if I'm in a different start pen to someone I want to run with?**

If there is someone you really want to run with, we would suggest speaking together before you sign up and agreeing on your expected finish time. That way you can all put the same time on your form.

If you still find you're in different start pens when you receive your final on the day update, do get in touch and we'll see what we can do.

**What time should I arrive on the day?**

We would suggest aiming to arrive no later than 9am. The run starts at 9:30am and this would give you time to get yourself sorted and find your start pen.

**Is there parking available?**

Yes. There will be a free car park on the grass area alongside Banjo Road. The car park will be open from 8am on the day.

Please be aware that the car park will close between 9:15am and approx. 10:30am as the roads near Banjo Rd will be shut for the run. The car park will then reopen with a final closing time of midday.

Whilst we have a good number of parking spaces, we would encourage runners to either come together (in line with any COVID restrictions), to get dropped off nearby, or use public transport.

**Is the run chip timed?**

Yes. Your chip time will be sent to you with your running number.

**What if my number and chip time doesn't arrive?**

If your number and chip time hasn't arrived before race day, you will be able to get a new one from the Race Desk when you arrive on the day.

**Is there a bag drop?**

No. You should leave valuables in your car or with a family member / friend. Any bags or valuables left around the start area, are done so at the owner's risk.

**Are there toilet facilities?**

Yes. There will be portaloos near the start area, plus public toilets along the seafront (near East Beach café and the entrance to Mewsbrook Park) will be open.

**Will there be refreshments?**

We are planning to have an event village (in the fenced off picnic area) where you'll be able to get hot drinks and snacks before and after the race. We will have a water station on route too.

**What is the route of the run?**

Starting along Littlehampton's promenade, the run takes in central Littlehampton and residential Rustington before a stunning seafront finish near the iconic East Beach Café. You can find a downloadable route on our website.

Registered charity number 256789

## Fundraising

Please be aware that your entry fee only covers the cost of putting on the Littlehampton 10k. Every pound you raise helps local children and families create precious moments together and receive the care and support they desperately need. We're here to help you with your fundraising goal.

### Is there a minimum sponsorship?

There is no minimum sponsorship for the Littlehampton 10k. We simply ask you to try and raise as much as you can to ensure local hospice care can continue – now and in the future.

### I haven't fundraised before, what should I do?

A good place to start is the fundraising hub on our website, where you will find a host of fundraising advice and tools to download and hints on how to set up a JustGiving page – if you haven't seen it before, JustGiving is an online fundraising platform where your supporters can donate money to you.

The team are also here every step of the way and can offer lots of simple ideas on how you can get started with your fundraising and how to take it even further.

### How do I set up a JustGiving page?

Go to [www.justgiving.com/chestnuttreehouse](http://www.justgiving.com/chestnuttreehouse) and click 'Fundraise for us' in the top right corner. You can then tell it you are taking part in an event...you'll see the Littlehampton 10k 2021 listed to pick. Use the helpful downloads on our website, or get in touch if you need more help setting up a page.

### Can I gift aid my donation?

Anyone who pays UK tax can add gift aid to a donation. Just tick the box on your JustGiving page or Sponsor Form (if fundraising offline). We can claim an extra 25% without it costing you a penny.

### How do I send you my sponsorship money?

The easiest way to fundraise is through JustGiving, as the funds come directly to us without you needing to do a thing. See above on how to set up a JustGiving page. You can use the following methods to send us your sponsorship money either before or after the event:

- **Donate online:** you can quickly and easily pay in your funds directly through the 'Donate' button on the [Chestnut Tree House](http://www.chestnut-tree-house.org.uk) website. Just choose the third option – 'I took part in an event and am paying in my sponsorship money' - and then complete the rest of the details.
- **Direct payment:** send a BACS payment to Sort code: 60-03-38 and Account no: 70574790. Just make it payable to Chestnut Tree House and include your name and the ref LA10k2021.
- **By cheque:** send us a cheque using the free post code: Freepost RSL-CHXE-CGZR, St Barnabas House Event Team, Titnore Lane, Worthing, West Sussex, BN12 6NZ
- **Over the phone:** Call us on 01903 871820 and donate over the phone

**\*We strongly advise not to send cash in the post\***

### I still have a question, what do I do?

We are sorry that your question was not answered here – please contact the Events Team by phone on **01903 871820** or by e-mail at [events@chestnut-tree-house.org.uk](mailto:events@chestnut-tree-house.org.uk) and we'll do our best to answer your question.