

Chestnut Tree House Littlehampton 10k 2021 How we will keep you safe

We place the utmost importance on the health and safety of our participants, volunteers and staff at all times. Whilst we hope COVID restrictions will be lifted by September, we have introduced a range of extra measures that seek to reduce the risk associated with COVID-19 at the Littlehampton 10k.

- **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.

Although you can be assured that we have done everything in our power to ensure your safety, as well as offered suggestions on keeping you safe, please remember to stay alert and vigilant and follow the government guidelines at all times. Here are more details about the above measures.

General

				
<p>Where possible please apply social distancing at all times.</p> <p>On way systems and socially distanced queues will be in place in the start / finish area.</p>	<p>If you display any symptoms of COVID-19 on the day of or the couple of days leading to the event, we would ask you not to attend.</p> <p>Please contact us on 01903 871820 to advise.</p>	<p>Our staff will be wearing PPE where appropriate.</p> <p>Face masks are not mandatory for the event but if you wish to wear one, please feel free to do so.</p>	<p>Washing facilities / hand sanitiser will be available at start / finish area.</p> <p>As an added precaution, we recommend you bring your own hand sanitiser too.</p>	<p>Toilets at start / finish area will be cleaned.</p> <p>There will public toilets on route too that will be cleaned on a regular basis by the local authority.</p>

At the Start / Finish

- They'll be one-way systems in place for the event village, plus socially distanced queues for any vendors or race desks in the event village. These will all be sign-posted.
- We'll also have one-way systems and socially distanced queues for the toilet facilities near the end of Banjo Road. These will be sign-posted too.
- You'll find several hand sanitiser stations around the start / finish area.
- Start pens will be laid out across the grass area between Banjo Road and the footpath in front of Harvester. The pens will be numbered.
- You will be advised ahead of race day which start pen you will be in. It's important for you to let us know the correct estimated finishing time when you register.
- Start pens will be led, one after the other, up to and along the promenade to the start line before being let off. You must keep socially distanced when being led along the promenade...your race time will not be affected by this, as this starts and ends as you cross the start and finish line.
- Medals and any post-run refreshments (not including those from vendors in the event village) will be laid out on tables as a "grab and go" set up, to avoid items being handed to you.
- All staff, volunteers, and vendors will be wearing necessary PPE equipment.
- We would kindly ask runners to not bring supporters to the start / finish area to help with social distancing. Supporters will be able to cheer you from further along the promenade or elsewhere on route...we would kindly ask them to be mindful of social distancing from other supporters too.

On Route

- When running, do try and keep a distance between you and other runners. The above start pens will help with the flow of runners on the course.
- We are tweaking the route to reduce runner crowding and avoid runner crossover, effectively making it one lane of runners all the way round (the seafront will be the only part where there are two lanes of runners...but this road is more than wide enough to accommodate this).
- The water station will be set up as a "grab and go" system, rather than volunteers handing you refreshments. We ask you to keep moving through the water station to avoid congestion.
- If you need to walk or stop at any stage during your run, we would ask you to step to one side and out of the path of other runners.

As you can appreciate this is an ever-changing world, however we will be monitoring the government guidelines at all times. Our main priority is the safety of everyone at the Littlehampton 10k.

Remember be alert, stay safe and most of all...enjoy the day!

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?

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 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 and we'll do our best to answer your question.