**HELPERS, TP 2017, DAY 2**

**STARTS-10.30 -12.00, with helpers starting 15mins earlier and later as needed**

**1st shift**

3x McCanns, Heather Fellbaum and Vic Thornton. Dave should have received instructions from Andrew re layout. You can park at Spoon Hall Farm, Haws Bank Road, LA218AW and meet Margaret Gregory there to take kit to start. There will be a pop up tent to use if necessary.

Meet Margaret at 8.30am

**2nd shift**

Jillyan Dobby and Pete Ross-park at Spoon Hall-see above

Help set up, and run from 10-15 (or earlier if possible), take over from McCanns when finished

I trust you to sort when 1st shift go for runs etc.!!!

Spoon Hall is about 2/3 along way to start from school, but includes most of the climb

Margaret will and be there all day

I’ll not be providing chairs in view of climb to start, but please feel free to bring your own

**CAR PARKING**

Pete Lomas, Ian Gilliver, Steve Fellbaum-John Ruskin School

We are using hard standing only, not the grass-so limited spaces. Ask people to put £3-00 in the honesty boxes. Helpers free, club will reimburse school for helper’s cars

Report by 8.45am, collect hi-vis jackets from me, entrance to assembly at back of school

Stop when car park full, place ‘car park full’ notice at gate, go for run ( Ian and Steve )

**FINISH**

Sorry- the short straw job!!

**1st shift**

Richard Blake-from 10.45, run when Dave takes over

**2nd shift**

Dave Mawdsley-run from 10.15, take over when finished

There will be a pop up tent you can use if needed, but I gather the finish is fairly sheltered in woodland

Finish 150m from start

Tent at start to leave kit in. I’m not providing chairs in view of rough uphill walk, but feel free to bring your own

**MAZE 10.00 to 1.00**

**1ST shift**

David Wathey, Cecilia and Dominic

Set up and organise

**2nd shift**

Run till 1.00 and dismantle - Ian Watson and A N Other from my early run team

Rae Lomas or Jen Britton to help if needed to allow all Watheys to have runs, if early runners late back.

**COMPUTERS/DOWNLOAD**

**1st shift**

From 9.45, in school classroom, entrance at back of school

Julie Brook, Eddie Speak, Chris and Elizabeth Embrey-set up, Julie, Chris, Elizabeth to go for runs, latest helper’s starts 12.15

**2nd shift**

Eddie Speak, Laura and Trevor Hindle, Chris Kirkham

Hindles and Chris to run from 10.15, help asap when back

**REGISTRATION-9.45-11.15 (one shift)**

Report to me in school classroom, entrance at back of school, by 9.15

Trevor and Marie Roberts, Janet Venet, Rae Lomas

One to do ecard issue

Trevor, Marie, Janet all running, last helpers starts 12.15-if not busy 2 of you may be able to leave earlier

Usual procedure, Seniors £12, Juniors and students £5, ecards £1/50p

Also issue maps to **all** entrants on yellow course

**ENQUIRIES-from 9.45 until close of play**

Sue Birkinshaw and Jen Britton

Hazel Hindle as relief as needed (run first)

Sue to go for run later

Answer enquiries, keep key board

**WHISTLE AND CLOTHING CHECK-from 9.15**

**1st shift**

Steve Dempsey

At corner of A593 and Station Road, 5mins from school, report to me to collect hi-vis bib. Leave in time to get to start for late run-helpers starts till 12.15

**2nd shift**

Pete Lomas, from 11.15 to 11.45

**Early run/help later team**

Liz Hamer-Davies, Steve Martin, Carol Stynes-Martin, Steve Bingham-run first at 10.15, report to me at assembly asap after to help at enquiries, maze or anything else as needed, including help pack up