

CLUB NEWSLETTER

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*Data Protection guidelines
for clubs to be published in
the summer*

Welcome to the first Club Newsletter, it became obvious during 2009 that important information was not reaching club officials. Club Newsletters will be circulated every two to three months to try to improve the flow of information from the British Orienteering National Office to clubs. The Newsletter will be brief and where necessary point readers to where further information can be found.

Club Officials

Please make sure you send us details of your club officials if and when there are changes. Communication between the National Office and clubs depends on the information being accurate.

Membership

As you are aware all clubs and associations can now check the status of members on the website. The club returns for membership payments to British Orienteering can be checked on line; to see a resume of membership and payments made to the club for 2010 enter the dates 1 September 2009 through to the current date.

Data Protection

British Orienteering has been required by members to tighten up on Data Protection issues. At this time 56 members have not given permission for their details to be released. These members have been communicated with to confirm they understand the implications of this. Club Membership Secretaries are able to see which of their club members have taken this decision but unfortunately we are not able to release information to clubs unless the members agree to it being released. You may be interested to know that there are instances where members have expressly stated that we cannot release their personal information to their club.

In the summer the National Office will be publishing guidelines for clubs about club responsibility regarding data protection.

Annual General Meeting

The 2010 AGM will be held on Easter Saturday, 3 April, in Barnstaple. Please encourage your members to attend or if it is not feasible for them to attend to complete the proxy voting forms. The papers for the AGM were circulated with Focus last week and include proposals:

- To set Membership fees for 2011
- To clarify the requirements for a club to affiliate to British Orienteering
- To set the levy charges for 2011, there are 3 proposals included in this section; should there be exemption for juniors at 'junior only' events; the levy apportioned to juniors in comparison to seniors; and finally the levy charges for 2011

- To agree the £2 differential entry fee for non-members, there are 2 proposals; to keep the £2 differential event entry fee for National and Regional events but for clubs to decide whether to apply it or not at Local events; and to decide if the differential £2 fee should be publicised as an extra charge for non-members eg “£6 to qualifying members of British Orienteering (£8 to others)”
- To determine if the current 3 tier event structure should be amended to a 4 tier event structure

Competition Structure

You should be aware that a review of the competition structure in orienteering commenced late in 2009. The first phase of the review was to gather information directly from members and participants. This phase has now been completed and the information from the survey will be circulated shortly to clubs along with a series of questions we would like your club to discuss and provide feedback on. This second phase of the review will also include associations, committees and groups

Information on the Competition Structure to be sent to clubs for comment and feedback

Incentive Schemes

The two new incentive schemes, the Navigation Challenge and the Racing Challenge, are currently being implemented and detailed information about them will be circulated to all clubs and members in the summer.

Promoting Events and the Event Registration System

The event registration system on the website is currently being used primarily as a registration process to manage fixtures. We would ask club fixtures secretaries to use the registration system as a marketing opportunity and to think carefully about how the event is titled and described – this is a great opportunity to market your event, not just register it!

It's worth pointing out that the print portal used by many clubs had a fantastic year in 2009 with over 50,000 leaflets/postcards being produced through it. Responses have been good from clubs and newcomers to the marketing of events – a real success. Anyone that isn't aware of the scheme please contact our Marketing Manager, Caroline Povey in the office.

Orienteering Activities

Clubs can now have more people registering activities and the activity participation returns. If it is easier for clubs to let coaches do it themselves, as they used to under the old ER1C process, please contact the office to set them up as authorised users.

The participation figures for activities are really important to British Orienteering so please complete them on the web site as soon as possible after the activity takes place.

Map Registration

Maps are required to be registered before they can be used for activities or events. There is currently a discussion between Map Group, Events Committee and the National Office about the procedures in place for map registration and assessment however currently the situation is clear, all maps must be registered and 2 copies of each map must be sent to the office. Details are on the website (<http://www.britishorienteering.org.uk/volunteer->

Maps need to be registered and 2 copies of the map used at the event sent to the National Office

support/mappers-support.php#map_registration) and the procedures can be completed using emails and jpg of maps.

Results and Ranking System

As you will be aware the results and ranking system is now a part of the British Orienteering website. Please let the National Office know the details of your club member(s) that publish results. Once they have been authorised, they will receive user guides and be able to post results on the British Orienteering website; these results will be used for the ranking system where appropriate. Staff at the National Office are able to provide support to users of the system but as is normal the club will take responsibility for the results uploaded. This system does not replace or threaten results being hosted the club websites which in almost all cases has more functionality. Clubs are asked to upload results for ranking events within 7 days of the event taking place.

*Clubs should notify the
National Office of the names
of their results people*

Event Levies

We are currently undergoing a thorough check of the participation figures that produce the levy charges for events. Initial checks indicate that there are a few interesting differences between results shown on club websites and the figures entered! When we have completed our checking we will be contacting the clubs concerned to query these differences.

The issue of 'free runs' has raised its head again and the way in which participation figures are calculated across clubs is different. The following appears to be rationale and used by most clubs:

- Under the current levy scheme, each event has 75 entrants that are not charged levy; all free runs by event helpers, assistants etc should be counted within this 75 not in addition to it.

This is the standard now in place and which should be used by all clubs; this should reduce the instances of payments methods being different between clubs and increase fairness.

Coaching Courses

Your attention is drawn to the coaching courses section of the web site which has information on courses and bursaries. If your club has a need for a dedicated coach training course they should contact their RDO and/or Regional Coaching Coordinator to enlist their help to set up a course.

Coaching Awards & Licensing

A new module entitled Qualifications and Licences is being made live on the website. The module will enable members to check their qualifications (coaching, controller, first aid, CRB, etc) and licences (Licence to Coaching) using their website log in. Members will receive email notification of pending renewal dates and when qualification or licences have expired.

Nominated people in Clubs, and associations in the near future, will be able to see the qualifications and licences of club members. They will not be visible to the public.

*A new qualifications &
licences module will be
made live on the web site
shortly*

Interested in your club developing a Club Talent Squad?

If your Orienteering Club can identify approximately 10 – 15 athletes (of all ages) who may benefit from the development of a 'Club Talent Squad' section within the club, then British Orienteering would like to hear from your Club, as

*Is your club interested in
developing a talent squad?*

they are now in a position to offer all Orienteering Clubs the opportunity to apply to become a member of the 'Increasing Club Talent Squads' Project. Benefits of being a member of this project include an introduction to the Orienteer Development Pathway, assistance for club coaches with the design of suitable progressive sessions and support in preparing 'individual personal development plans' for each of the 'Club Talent Squad' athletes. Additionally, those Orienteering Clubs that have been selected will be able to benefit from small amounts of additional funding from British Orienteering to support them with setting up and publicising their 'Club Talent Squad'.

An application form is now available to download from the British Orienteering website should any Orienteering Club wish to become a member of the 'Increasing Club Talent Squads' Project. Please note, all applications should be received at British Orienteering by the 30th April 2010.