



EVENT HOST'S CHECKLIST

For a Canicross Aberdeenshire run/meet-up to be classed as an official club event and therefore covered by club insurance, it must be posted on the club's Facebook page as an event and be hosted by a Club Member.

At least 5 minutes before the event start time - run through this list in order:

- Introduce yourself to attendees as the **Event Host** and mark attendance on the Club Roster
- Ask non-members to complete a Club Disclaimer form (if they haven't already)
- Assign a "buddy" (an existing member) to any first-time runners
- Ask if everyone is confident that the equipment they're using is safe and fit for purpose¹
- Describe the route you are about to take i.e. total distance, markers to follow
- Explain the rules of passing each other and why they are important².
- Ask that runners be polite to other forest/trail users and remind them to always pick up after their dog³
- Assign a tail runner⁴
- Ask if anyone has questions before setting off – then go have fun!

¹ Offer advice if necessary but explain that each person is responsible for the safety and comfort of their dog.

² Always tell the runner in front which side you are about to pass on – this gives those being passed a chance to move aside and pull their dog in. **REMEMBER: Some dogs need space.**

³ Remember that all runners and their dogs are representing Canicross Aberdeenshire

⁴ Assign 2 tail runners if the group is large enough to be split i.e. if there are over 8 runners, it might be best to split up into 2 groups setting off 5 minutes apart – it's often easier to manage than 1 large group and less stressful for the dogs and for other trail users.