

Planning a Summer Evening Event (SEE)

Usually one person puts on a Level D event, therefore the Organiser/Planner must read both Planning and Organising documents, hopefully they provide the information needed and answer any questions.

Summer Evening Events (SEEs) will normally be one hour score events, usually with an odd/even format, but for some areas there are reasons, e.g. many walls/fences, or problems with the distance/climb ratio, to consider normal score or linear events. Note that if you wish to use a format other than odd/even score please discuss it with the series coordinator and the SI Manager.

An odd/even score event should use 20 control sites plus the transition control for swapping from odds to evens or vice-versa.

A linear Yellow TD2 course is also required for novices.

Some of the Yellow course controls should be included in the score event in order to allow runners with capabilities between novice and experienced to compete. The resulting overall Score event controls should therefore range in difficulty between TD2 and TD5. If possible, the easier controls should be in the area closest to the start and finish to accommodate younger and less able competitors.

A 'Controller' will be appointed for each SEE. Their role is to look at the courses 'on paper' for safety issues in particular, they won't be checking control sites in the area. They will approve the Risk Assessment produced by the planner and attend the SEE, staying until all competitors have returned.

Summer Evening events do not have a mass start. Normally, starts will be between 18.00 and 19.00, with courses closing at 20.00. Registration will normally open at 17.30.

The Planner needs to send the course files to the Map Printer in good time (about one week) and decide how many maps to print.

The Planner is responsible for producing the XML file for their courses and sending that file to the SI Manager, to arrive at least a week before the event. There is information on the webpage on how to produce the XML file from Purple Pen but if in doubt the SI Manager can advise.

The planner is also responsible for sending the information for the LOC and British Orienteering website to the Fixtures Secretary and the SI Manager, including parking location (OS grid ref and postcode) and any directions. A template is available from the SI Manager in the 'Organising and Planning events' webpage, but for any series of events there is normally a standard set of text covering the details which are not event-specific.

For Routegadget, the planner also needs to send to the SI Manager a copy of the OCAD v9 base map (.OCD), plus an 'all controls' map. Contact the SI Manager for advice on the production of these files.

Some services are also provided by the SI Manager as described in the short document on the 'Organising and Planning events' webpage.