



## **Guest Policy**

The aim of the guest policy is to encourage potential members to 'try out' the club and allow irregular attendances from runners outside Lichfield. At the same time, recognising that LRC is a club made up of members paying an annual subscription which we don't want to undermine.

The policy applies to all regular official LRC training sessions (i.e. Monday evening runs, Wednesday club nights, regular Saturday and Sunday runs).

The policy is split into 2 separate occurrences.

### **1) People coming for a trial with a view to joining the club.**

When someone contacts the club via social media, e-mail or direct in person, requesting more information or to have a trial run with the club, they should be directed to the Membership Secretary (MS) via the relevant e-mail address.

The MS will ascertain a little about the newcomers running history, ability, and motivation.

If the person is over 18 and, from the information given, should be able to run with one of our groups on a Wednesday, then they will be invited to come and 'try us out'. (That means that they can run approx. 5 miles at a minimum of 10min 30 sec per mile).

A mutually suitable Wednesday is selected and a manual Spond invite is issued by the MS.

The MS should notify the run leader group that someone new is coming for a trial.

Following the session, contact should be made with the attendee to see how they got on and if they would be interested in coming again.

Generally 2, or maybe 3, trial sessions are enough to establish if someone wishes to join. This allows them to maybe try two of the groups or maybe a Wednesday and a Monday run for example.

The MS will send the new attendee the current application form and explain the joining process.

In the period between receiving the application to join, and the formal approval at the next committee meeting, the MS will continue to issue manual spond invites to the potential new member for the Wednesday sessions.

It would not be normal for the club to offer someone 4 or more trial sessions without a decision on whether they'd like to join. The Club Committee should be informed by the MS at the next monthly Committee if there is a request for a runner to have more than 4 trial sessions.

## **2) Visitors/Guest runners**

There may be the odd occasion when a current member wants to bring someone to a club session, and run with us, but they don't fit into the above category of a potential new member.

This isn't seen as a regular occurrence and would apply mainly to visitors to the area and not those residents of Lichfield or the surrounding area. Anyone living in Lichfield, or the surrounding area, can join the club.

So a guest might be, for example, a visiting relative, son or daughter from university, ex member who has moved away.

Where possible the visitor should be added to Spond so the run leader is aware.

It would not be expected that a visitor attends more than 6 sessions in a year without applying for a club membership.

Approved by LRC Committee      Date: 05/03/2024