

Night Street League advice to Planner/Organisers

Before the event:

1. Make sure you are fully familiar with the **format** of the league - [there is a document on the HOC website.](#)
2. Read the [Accessibility guidance Night Street League events.](#)
3. Identify your **area**. If you this is an area that has been used before then the previous planner will be able to offer advice. For a new area, an important factor is mapping; some areas are more accurately mapped on [Open Orienteering](#) than others.
4. Choose your **base**. Factors to consider include car parking, accessibility and hire charge (if any). Pubs offer a free, warm and sociable atmosphere; many managers are happy to reserve an area for our use in return for our custom.
5. Choose your **features** – these can be question based (eg numbers on lamp posts, fire hydrants, post boxes); use stickers (may fall off, will need to be removed) or full controls SI kit. This will have to be securely gripped in all urban areas.
6. Create a flyer or similar with event details for the website and social media.
7. It is standard practice to use a Splitsprinter set with clear / check / start / finish for **timing**. You will also need a box of hire SI cards and one or two kites. It is simplest to collect these from previous event or to arrange a transfer in advance.
8. Consider offering a GPS option, using [MapRun](#), Strava or an alternative.
9. Consider all aspects of the **safety** of the event, including:
 - This is a street competition not night orienteering. The majority of the course should take place in towns, streets or on paths. Short, safe stretches in open country where powerful torches are not needed are acceptable, but must not dominate the route options. If competitors are sent outside towns the organizer should consider the safety of possible route choices.
 - Complete a Risk Assessment and arrange for it to be checked.
 - Compile a list of the most important warnings / advice to competitors.

On the night:

1. Set up the start and finish
2. Set up the signing on area – a sample check list of kit would include:
 - Answer sheets if written responses are required
 - Splitsprinter set
 - Hire SI cards
 - Float for taking payment
 - Signing on sheet and pen(s)
 - Blank map IF you feel this is needed for either safety or clarity
 - Warnings / advice to competitors

After the event:

Bask in a warm glow of satisfaction, but only after you have calculated the points on the night, created a results document and sent it to both the League co-coordinator and HOC's the web person!