

NORTHERN NAVIGATORS ORIENTEERING CLUB

Founded 1969



Members' Handbook January 2021



NN Executive Committee 2020/21

Chairman	Debby Warren	debbywarren63@yahoo.co.uk
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About the club

Northern Navigators is an orienteering club whose membership primarily comes from the North East region of England, covering the counties of Northumberland, Durham, Tyne and Wear.

The Club is a member of British Orienteering (BO) - the National governing body for the sport and affiliated to the North East Orienteering Association (NEOA).

The main aims and aspirations of the Club are:

- to be the best club in our area.
- promote the sport of orienteering in our area.
- stage regular quality events on the areas we have available.
- provide a social framework for club members.
- develop the potential of members to achieve their personal targets.

A full copy of the club constitution can be found on page 5.

We are a small but friendly club with approximately 40 members. The club does not have a regular meeting night nor club house, but the Executive Committee convenes generally on a bi-monthly basis to discuss club matters. This is an open meeting and all club members are welcome to attend. Full details of dates and venues can be obtained from the secretary.

The Club colours are red, white and blue - club tops are available from the secretary.

A short history of the club from its early beginnings as Browney Waders was compiled by Don Smith a few years ago and has been revised to encompass some of the clubs more recent achievements – see next page.

Club website

A website is maintained for the club which holds up to the date information on future events and past results. It is currently managed by Rob McKenna and suggestions for improvements are always welcome. It can be reached at the following address:

www.northern-navigators.org.uk

From Browney Waders to Northern Navigators - a brief History



On 18th June 1967 BOF held their first National Championships in Hamsterley Forest using a black and white copy of the OS map.

In January 1969, seven people got together to form a club called Browney Waders. The name of the club was the result of part of the town of Lanchester being flooded by the river Browney during that winter. John Robertson was elected as the first Chairman of the club, with Susan Rogers acting as Secretary and John Nelson

as Treasurer. A month later, 21 people had been invited to an introductory talk on orienteering by Don Smith, of the newly formed NEOA. Shortly after that, the more suitable name of Lanchester Orienteers was adopted. At the end of its first year the club boasted 25 full senior members with 15 juniors. The first public appearance of Lanchester Orienteers was at JK69.

Though not yet strong in the competitive field, Lanchester Orienteers soon made a name for itself in planning, organising and mapping. Their first club event was held at Black Banks in May 1969, with entry fees set at, senior 5/-, others 2/6 (ie 5 bob and half a crown in old money). There were nine classes on offer ranging from wayfarers to 8km for the senior men.

This was to be closely followed by the first badge event in November 1969, using the North East's first colour map drawn by Jim Hudson for the Northern Championships that September in Hamsterley. Unfortunately, snow fell two days before the event and as the controllers and organisers cars collided on a forest road, while the planner was positioning controls, they felt obliged to cancel the event in the interests of safety. The event was finally held in January 1970, when Alan Morgan and Dave Caudwell's names appeared for the first time in the results.

The most important events that Lanchester staged in the early years were the Northern Senior / Intermediate Championships in 1972, and the British Junior Championships in 1974, both held in Chopwell Woods.

In 1970, when orienteering standards in the club began to improve, Susan Rogers and David Allport (junior) were selected for BOF tours. Subsequently, following nomination by NEOA and selection by BOF, other juniors have benefited from the experience of the annual Junior Tour. Since the formation of the British Junior Squad, some members were selected to represent their country abroad and in the Home Internationals - these included Jane Malley, Andrew Malley, Steven Murdoch, Steven Hale and Michael Nield. In those early years, Lanchester boasted several British Champions - Jane Malley (W13) in 1974, 1975 and (W15) in 1976; Susan Rogers (W35) in 1976 and 1977; Roy Malley (M43) in 1975; and Andrew Philipson (M35) in 1976 and 1978.

But undoubtedly the club's greatest achievement was that of Andrew Philipson winning the Elite class in the 1977 Karrimor International Mountain Marathon, partnered by Howard Forrest.

Lanchester members also enjoyed notable success in Course Planning competitions - the earliest being in 1974, when Brian Howe, planner of the British Junior Champs, won a national award. Susan Rogers was placed 3rd in an International Planning event in 1975, when Russians took the first two places. Both Steven and David Murdoch won National Course planning competitions and Steve Hale won a similar competition in the North East region.

During the early years, notable milestones in mapping included the 5 colour map of Chopwell (1972) drawn by Don Smith, Terry Sankey's 1974 Chopwell map and Dave Caudwell's excellent maps of Broomley Fell (1976) and Kellas (1979).

During 1984 it was felt that the name of Lanchester Orienteers did not truly reflect the change in membership, which by now had spread from Northumberland down to south Durham. Following a postal ballot in January 1985 the name was duly changed to Northern Navigators. Ron Lyons designed the new club logo and F.Black did the art work for the new badge and letterheads.

The club has produced many British Champions over the years - Elizabeth Hale (W45 - 1984, 1985, W60 - 1998); Alan Morgan (M60 - 1991); Andrew Philipson (M50 - 1992). Steven Hale was selected to run in the World Championships in Australia in 1985.

In October 1992, the club hosted a 'Jubilo' weekend in Hamsterley to celebrate 25 years of Orienteering since the foundation of the British Orienteering Federation. Working with our kindred clubs, CLOK and NATO, together with generous financial support from Northumbrian Water, efforts were channelled into ensuring that the weekend would be a memorable one, which included a re-run of the 1st British Championships on the old map followed the day after by a National event using a current version. This turned out to be one of the biggest and most successful events in the clubs history.

Among other memorable events were the 21st anniversary event, in 1990 to celebrate the first event organised by Lanchester Orienteers at Black Banks in 1969. Also, the two National events, in 1997 and 1999, at Bewick Moor for the atrocious weather conditions.

In 1997, one of the clubs most prodigious and successful mappers, Dave Caudwell, was awarded a certificate of Cartographic Excellence from the BOF Map Group, for his 1996 map of Bewick Moor North. This was closely followed by being awarded the Bonnington Trophy for services to mapping in 1998 - BOF's highest award for mapping, named after the BOF president Sir Chris Bonnington. Most recently his cartographical skills were further acknowledged when he received the Chichester Trophy in 2005 for the best map by a non-professional, his map of the Simonside Hills was used for the BOC in 2004.

The club applied for ClubMark accreditation in May 2012.

CONSTITUTION

1. Title and purpose

The club shall be called 'Northern Navigators Orienteering Club', hereinafter referred to as 'the Club'. The Club shall be affiliated to and recognise British Orienteering as the governing body for the sport of orienteering in Great Britain. The Club shall also be affiliated to the North East Orienteering Association.

2. Aims and Objectives

The objects of the Club shall be:

- to encourage and promote the sport of orienteering within the local community and orienteering.
- to offer coaching and competitive opportunities in orienteering.

The club will aim:

- to ensure a duty of care to all members of the club.
- to provide all its services in a way that is fair to everyone.

3. Membership

The categories of membership at any time shall be those currently determined by British Orienteering. All members shall be subject to the regulations of this constitution and, by joining the club, will be deemed to accept the regulations and codes of practice that the club has adopted.

4. Subscriptions

Membership fees will be set annually and determined at the Annual General Meeting on the recommendation of the Executive Committee. Fees are to be paid by annual subscription and shall be due on 1st January each year. Membership will cease if the fee is not paid by 31st March.

5. Management

- a. The officers of the Club shall be a Chairman, a Secretary and a Treasurer.
- b. The affairs of the Club shall be conducted by an Executive committee which shall consist of the Chairman, Secretary, Treasurer and four other members of the Club. The officers and other committee members shall be elected annually at the Annual General Meeting. If any vacancy should occur amongst the officers, the Executive committee shall have the power to fill the post until the next Annual General Meeting. The Executive committee shall have the power to :-
 - i. appoint additional officers and co-opt additional members, including a junior representative, who shall be entitled to vote in committee.
 - ii. appoint sub-committees and/or working groups as may be deemed necessary.
- c. The Executive Committee shall meet and act as required for the efficient conduct of the Clubs' business, at least four times per year. An appropriate officer shall maintain a Minute book and record in it the business of all meetings and the names of those present. A quorum for these meetings shall consist of four members of the committee.

6. Voting

All members of the Club present at a General meeting have the right to vote at that meeting. No proxy votes will be allowed.

7. Finance

All Club monies will be banked in an account held in the name of the Club.

The Club Treasurer will be responsible for the finances of the Club.

- a. The financial year of the Club shall run from 1st October to 30th September each year. The accounts of the Club shall be balanced each year and submitted, after audit by two members of the Club, elected at a general meeting for that purpose, to the Annual General Meeting that follows the financial year end.
- b. All cheques written against Club funds, shall be signed by the Treasurer and by an officer or member of the Executive committee, appointed by the Executive committee as cheque signatory.

8. Rules of open competition and bye-laws

The rules of open competition and bye-laws will be in accordance with the regulations as laid down by British Orienteering.

9. Discipline and appeals

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary. The Executive Committee will meet to hear the complaint within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made, within 14 days of the hearing. There will be the right of appeal to the Executive Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

All concerns, allegations or reports of poor practice or abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the Club's Child Protection Policy and Procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

10. Annual General Meeting

The Club shall hold an Annual General Meeting not later than two months after the end of the Club's financial year.

11. Extraordinary General Meeting

An Extraordinary General Meeting may be called by the Executive Committee, or by a written application to the Secretary, which is supported by 25% of the total voting membership of the Club.

12. Notices of meetings

- a. Any amendment to the constitution shall be proposed in writing to the Secretary, at least one calendar month before the Annual General Meeting or the Extraordinary General Meeting.

- b. The agenda of the Annual General Meeting or the Extraordinary General Meeting shall be sent to all members not less than fourteen days before the meeting.

13. Alterations to the Constitution

Alterations to this Constitution require a simple majority at the Annual General Meeting or any Extraordinary General Meeting that may be called under clause 11.

14. Dissolution

A vote to dissolve the Club requires the support of a majority of at least three-quarters of those present and voting at a properly convened General Meeting. In the event of such a vote, the Executive Committee will then be responsible for the orderly winding up of the Club's affairs.

After settling all liabilities of the Club, the Executive Committee shall dispose of the remaining assets to one or more voluntary organisations with objectives similar to those of the club.

15. Declaration

Northern Navigators Orienteering Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of its members.

Signed Date.....

Name (Position Club Chair)

Signed..... Date.....

Name (Position Club Secretary)

CODE OF CONDUCT FOR CLUB OFFICIALS AND VOLUNTEERS

Northern Navigators Orienteering Club is fully committed to safeguarding and promoting the well-being of all its members. The club believes that it is important that members, coaches, administrators and parents associated with the club should, at all times, show respect and understanding for the safety and welfare of others. Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with the club Secretary.

The essence of good ethical conduct and practice for all club officials and volunteers is summarised below and it is expected that all club officials and volunteers will adhere to the following points :

1. Consider the well-being and safety of participants before the development of performance.
2. Develop an appropriate working relationship with participants, based on mutual trust and respect.
3. Make sure all activities are appropriate to the age, ability and experience of those taking part.
4. Promote the positive aspects of the sport (e.g. fair play).
5. Display consistently high standards of behaviour and appearance.
6. Follow all guidelines laid down by the National Governing Body and the club.
7. Hold appropriate valid qualifications and insurance cover.
8. Never exert undue influence over performers to obtain personal benefit or reward.
9. Never condone rule violations, rough play or the use of prohibited substances.
10. Encourage participants to value their performances and not just results.
11. Encourage and guide participants to accept responsibility for their own performance and behaviour.

CODE OF CONDUCT FOR MEMBERS

As a member of Northern Navigators Orienteering Club, you are expected to abide by the following code of practice:

1. All members must compete within the rules and respect officials and their decisions.
2. All members must respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, cultural background, religious beliefs or sexual identity.
3. Members should keep to agreed timings for training sessions and competitions or inform their coach or team manager if they are going to be late.
4. Members must wear suitable kit for training sessions and competitions, as agreed with the coach / team manager.
5. Members must pay any fees for training sessions or events promptly.
6. Junior members are not allowed to smoke at training sessions or whilst representing the club at competitions.
7. Junior members are not allowed to consume alcohol or drugs of any kind at training sessions or whilst representing the club.

CODE OF CONDUCT FOR PARENTS / CARERS

The essence of good ethical conduct and practice for all parents / carers is summarised below and it is expected that all parents / carers will adhere to the following points:

1. Encourage your child to learn the rules and play within them.
2. Discourage unfair play and arguing with officials.
3. Help your child to recognise good performance, not just results.
4. Never force your child to take part in sport.
5. Set a good example by recognising fair play and applauding good performances of all.
6. Never punish or belittle a child for losing or making mistakes.
7. Publicly accept officials' judgements.
8. Support your child's involvement and help them to enjoy their sport.
9. Use correct and proper language at all times.
10. Encourage and guide performers to accept responsibility for their own performance and behaviour.

VOLUNTEER AGREEMENT FORM

All coaches / team managers / officials working with Northern Navigators Orienteering Club are encouraged to work to high standards and adopt recognised best practice where possible. In addition to their own standards of practice, all club coaches / team managers / officials should be aware of and adopt Northern Navigators Orienteering Club's own:

- Codes of practice for coaches / team managers / officials.
- Child protection policy and procedures.
- Equity and safety policy statement and guidelines.

The club will ensure that its club coaches / team managers / officials have a copy of each policy and guidance note that is relevant to their work. The club will listen to and respond to matters that its officials bring to its attention in relation to their work and will support, where possible, their training needs.

I,, am familiar with Northern Navigators Orienteering Clubs standards of practice named above and will adopt these in my work.
I accept the responsibilities outlined in the attached task description.

Signed:Date:

Name:

N.B. Before a volunteer signs and returns this agreement you should have been provided with copies of all / some of the following:

Safety guidelines.

Codes of conduct.

Equity policy statement.

Child protection policy and procedures.

EQUITY POLICY STATEMENT

Northern Navigators Orienteering Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

CHILD PROTECTION POLICY AND PROCEDURES

Northern Navigators Orienteering Club is committed to ensuring adequate Child Protection and has adopted the following British Orienteering Policy for Protecting Young and Vulnerable People.

British Orienteering regards the welfare of all young people and vulnerable adults to be of paramount importance. In order to protect them from abuse, British Orienteering is committed to taking all reasonable steps to provide a safe environment for them to participate in orienteering activities held under the auspices of British Orienteering. To this end, British Orienteering will establish, operate, review and update procedures:-

- which promote the safety from abuse of young and vulnerable people,*
- which provide a channel through which concerns and allegations can be reported*
- for responding speedily to any reports of concerns and allegations.*

In addition, British Orienteering will establish, operate, review and update procedures:-

- for advising adults on how to interact with young and vulnerable people in ways which are beneficial for all concerned*
- which support anyone who reports concerns that a young person or vulnerable adult may have been or may be at risk of being abused*
- which provide support to and the fair treatment of anyone against whom allegations have been made*
- for responding appropriately if it is established that someone is unsuitable for work with or has behaved in an unacceptable manner towards young and vulnerable people*

Everyone, whether employee or volunteer, involved with young and vulnerable people within orienteering has a responsibility to follow these procedures; this includes acting as specified in the procedures if they have reason to believe that such a person has been or is in danger of being harmed.

GUIDELINES FOR DEALING WITH AN INCIDENT / ACCIDENT

1. Stay calm but act swiftly and observe the situation. Is there danger of further injuries?
2. Listen to what the injured person is saying.
3. Alert the first-aid person, who should take appropriate action for minor injuries.
4. In the event of an injury requiring specialist treatment, call the emergency services.
5. Deal with the rest of the group and ensure that they are adequately supervised.
6. Do not move someone with major injuries. Wait for the emergency medics.
7. Contact the injured person's parent / carer.
8. Complete an incident / accident report form.

LIST OF CLUB COACHES AND ASSISTANTS

The following coaches / assistants have attended a recognised coaching course organised by British Orienteering:

<i>Name</i>	<i>BO number</i>	<i>Coach level</i>	<i>CRB checked</i>
Nigel Wright	478192	UKCC level 1	yes
Julian Warren	331951	UKCC level 1	yes
Kate Hampshire	478191	Assistant	pending
Debby Warren	331952	COLA	pending
Barnaby Warren	331953	COLA	
Rob McKenna	336131	COLA	

NN MAPS

The following list is a selection of the areas that the club has mapped.

OS grid ref:

NZ082693	Albemarle Barracks
NZ266434	Aykley Heads (Durham)
NZ397555	Backhouse Park (Sunderland)
NU090238	Bewick Moor North
NU090220	Bewick Moor South
NZ214302	Bishop Auckland Park
NZ086351	Black Banks & Knitsley Fell
NZ015598	Healey Estate (formerly BroomleyFell)
NZ388600	Carley Hill (Sunderland)
NY961355	Carrs Top
NZ135580	Chopwell Wood
NZ252506	Cong Burn
NT783028	Cottonshope
NY723686	Edges Green
NZ042942	Fontburn Reservoir
NZ269630	Gateshead Riverside Park
NY742700	Gibbs Hill
NZ104611	Guards Wood
NZ050310	Hamsterley
NZ050310	Hamsterley Common
NZ090330	Hamsterley Dryderdale
NZ092313	Hamsterley Forest
NZ092313	Hamsterley Low Redford
NZ092313	Hamsterley Windy Bank
NZ302639	Hebburn Riverside
NZ335542	Herrington Country Park
NZ361477	Hetton Lyons
NZ284413	Houghall Woods (Durham)
NZ357585	Hylton Castle Dene
NZ091605	Hyons Wood
NZ005558	Kellas
NY833608	Langley Woods
NZ265399	Low Burnhall (Durham)
NT727055	Lumson Law
NY660879	Leaplish Waterside Park (Kielder)
NZ315458	Moor House (Durham)
NY782434	Nenthead Mines
NY893958	Otterburn Camp
NZ083702	Ouston Airfield
NY795618	Plankey Mill
NZ303557	Princess Anne Park
NZ303625	Red Barns (Hebburn)
NZ408594	Seaburn & Roker
NZ063823	Shaftoe Crags

NZ378539	Silksworth Sports Complex
NZ150595	Spennings Banks
NZ323553	Sir James Steel Park
NZ337651	St.Pauls (Jarrow)
NZ373639	Temple Memorial Park
NY890841	The Cragg Estate
NZ392545	Tunstall Hills
NZ217602	Washingwell Woods
NZ230606	Watergate Park & Washingwell Woods
NZ220622	Whickham Thorns

The club has also mapped a number of school grounds - details on application.

NN PERMANENT ORIENTEERING COURSES

The following list is a selection of permanent courses that the club has helped to develop (note - some courses have fallen into dis-repair with controls missing).

OS grid ref:

NZ135580	Chopwell Wood (Gateshead)
NZ092313	Hamsterley Windy Bank (Bishop Auckland)
NZ430536	Herrington Country Park
NZ361477	Hetton Lyons (Houghton le Spring)
NZ284413	Houghall Woods (Durham)
NZ357585	Hylton Castle Dene (Sunderland)
NY660879	Leaplish Waterside Park (Kielder)
NZ265399	Low Burnhall (Durham)
NZ303557	Princess Anne Park (Washington)
NZ408594	Seaburn and Roker (Sunderland)
NZ378539	Silksworth Sports Complex (Sunderland)
NZ373639	Temple Memorial Park (South Shields)
NZ220622	Whickham Thorns (Gateshead)

USEFUL LINKS

International Orienteering Federation (IOF)	www.orienteering.org
British Orienteering (BO)	www.britishorienteering.org.uk
Scottish Orienteering (SO)	www.scottish-orienteering.org
Orienteering England (OE)	www.orienteeringengland.org.uk
North East Orienteering Association (NEOA)	www.neorienteering.org.uk
British Schools Orienteering Association (BSOA)	www.bsoa.org
British Mountain Bike Orienteering (BMBO)	www.bmbo.org.uk
Northern Navigators (NN)	www.northern-navigators.org.uk
Northern Navigators 'blog' page	northern-navigators.blogspot.com

LOCAL CLUBS / ORGANISATIONS

British Army Orienteering Club (BAOC)	www.baoc.info
Cleveland Orienteering Klub (CLOK)	www.clok.org.uk
Newcastle & Tyneside Orienteers (NATO)	www.newcastleorienteering.org.uk
Durham University Orienteering Club (DUOC)	https://community.dur.ac.uk/orienteering.club/index.php
University of Newcastle Orienteering Club (UNOC)	https://www.societies.ncl.ac.uk/unoc
Durham Fell Runners (DFR)	www.durhamfellrunners.org.uk
Friends of Chopwell Wood (FOCW)	www.friendsofchopwellwood.org.uk
Northumberland National Park (NNP)	www.northumberlandnationalpark.org.uk
Northumbria Army Cadet Force (2 DIV)	https://armycadets.com/county/northumbria-acf/

UTILITIES

OCAD - map drawing and course planning utility	www.ocad.com
OpenOrienteeringMapping - map drawing (free)	www.openorienteering.org
Condes - course planning utility	www.condes.net
Purple Pen - course setting utility (free)	http://purplepen.golde.org
Win Splits - electronic punching results utility	www.obasen.nu/winsplits/online/en/
Route Gadget - route drawing utility	www.routegadget.co.uk

ORIENTEERING SERVICES

The Ordnance Survey	www.ordnancesurvey.co.uk/oswebsite
Streetmap UK - Detailed street maps of UK	www.streetmap.co.uk
Bing maps - Detailed maps of UK	www.bing.com/maps
Google maps - Detailed maps of UK	www.google.co.uk/maps
A to B - The AA Route Planner	www.theaa.com/route-planner/index.jsp
CompassSport - The official magazine of BO	www.compassport.co.uk
CompassPoint - Orienteering and outdoor equipment	www.compasspoint-online.co.uk
SI - SportIdent electronic punching and timing system	www.sportident.co.uk
EMIT - Electronic punching and timing system	www.emit-uk.com