



Volunteer Action Plan Running 4 Women Windsor 10k & Windsor Half Marathon 2023

DAY	TIME	EVENT	EVENT AREA	ACTION
Saturday	07.30am	R4W	Main Site	All volunteers arrive on site Meet at Baggage Marquee or Community Marquee if it is raining
Saturday	07.30am - 08.00am	R4W	Main Site	Briefings - these will be short as most of the information is already online under the Tab: Volunteer:
Saturday	07.45am	R4W	Main Site	Allocation to Event Duties
Saturday	08.00am	R4W	Main Site	Event Briefing by Event Staff.
Saturday	08.00am	R4W	Main Site	Event radios distributed.
Saturday	08.15am	R4W	Main Site	St. John Medical Briefing for Long Walk teams.
Saturday	08.30am	R4W	Course	Marshals taken out to course.*
Saturday	09.00am	R4W	Cumberland Lodge	St.John/Course Security Liaison in position.
Saturday	09.30am-10.00am	R4W	Finish	Finish Area Medal/Water Station Set-up.
Saturday	09.15am	R4W	Start	Timing Gates at Start staffed by volunteers.
Saturday	12.45pm	R4W	Course	Marshals collected from course.*
Saturday	13.00 pm	R4W	Course	Litter Pick of Long Walk.
Saturday	13.00pm	R4W	Finish	Finish Water Station close-down & tidy up.
Saturday	13.00pm	R4W	Course	Deer gate marshals collected from course.
Saturday	13.30pm	R4W	Main Site	Litter Pick of Main Site.
Saturday	14.00pm	R4W	Main Site	Volunteers depart Main Site for the day.
Sunday	07.30am-08.00am	WHM	Main Site	Baggage marquee Set Up.
Sunday	07.45am	WHM	Main Site	Allocation to Event Duties
Sunday	08.00am	WHM	Main Site	Event Briefing by Event Staff.
Sunday	08.30am-10.00am	WHM	Finish	Finish Area Medal/Water Station Set-up.
Sunday	09.15am	WHM	Start	Timing Gates at Start staffed by Volunteers.
Sunday	14.30pm	WHM	Finish	Finish Water Station close-down & tidy up.
Sunday	08.30am	WHM	Course	Marshals taken out to course.*
Sunday	09.00am	WHM	Cumberland Lodge	St.John/Course Security Liaison in position.
Sunday	14.00pm	WHM	Course	Marshals collected from course.*
Sunday	14.30pm	WHM	Course	Litter Pick of Long Walk.
Sunday	14.30pm	WHM	Course	Deer gate marshals collected from course.
Sunday	14.00pm	WHM	Main Site	Litter Pick of Main Site.
Sunday	15.30pm	WHM	Main Site	Volunteers depart Main Site for the day.

* Vehicles may be used on the race course at this time.

** Vehicles NOT to be used on the race course at this time. ATC vehicle to park at top of Maxwell's motorway by deer gate and ATC marshals to walk to vehicle

 Malcolm Fishbourne Area of Responsibility
 Paul Allum Area of Responsibility