



Cambridge Harriers Website – Weekly Report - Protocols

The Cambridge Harriers website weekly report will be published on the Club Website/Facebook each Wednesday (*this is to keep the reports relevant and timely*) and will review the period Monday to Sunday of the previous week.

The purpose of the report is to:

- a) inform club members of activities going on across the club,
- b) provide a good shop window for the club for non-members looking at our web page or social media presence,
- c) to provide an archive of club activities.

Ideally reports to be submitted by 10pm on a Tuesday, or 8am on the Wednesday at the latest to Noel Carmody on cambridgeharriersac@gmail.com

Each report to contain date, event, and venue.

Ideally reports are to be of no more than approximately 300 words in length. (*This would be 300 words for example for men's XC, women's XC and YAG XC per match*).

Please provide photos and videos.

Reports may be subject to editing and will be fact checked.

It is not possible to include the results/performances of all members taking part in track & field and cross country matches or the more popular road running events, instead a link to the results will be appended to the report.

Where possible reports should include highlights from the event and some context or anecdotes to make them interesting. Reports received that just provide no more than list of all performances may be declined or edited.

Generally reports will be listed in date order, but when appropriate international and national events will appear first.

Any report of a club record being broken is to show - *subject to ratification*.