

## 1. General

- 1.1 These Terms & Conditions (**Terms**) apply to people participating in the Glow Run 2024 (**The Event**).
- 1.2 The event is organised by RUHX/ Royal United Hospitals Charitable Fund (**The Charity**) – the official NHS charity for The Royal United Hospitals Bath, registered charity number 1058323.
- 1.3 For the purpose of the Terms any references to “you/your” mean the individual or team registering for the event. Any references to “we” refers to the charity/event organisers.
- 1.4 If you have any questions, please contact the Events Team at [fundraising@ruhx.org.uk](mailto:fundraising@ruhx.org.uk) / 01225 825691.
- 1.5 By registering either as an individual or as part of a team, you agree to comply with the terms set out below.
- 1.6 The charity reserves the right to update or amend the terms at any time to reflect necessary changes. Please check this page prior to event day to familiarise yourself with the latest updates, as all changes will be binding.
- 1.7 The charity reserves the right to ask participants to leave the event if they do not adhere to these terms, and no refunds shall be given in these circumstances.
- 1.8 The Glow Run is a non-competitive fun run, suitable for runners, walkers, wheelchairs and pushchairs/buggies.
- 1.9 The distance/s advertised are approximate mileage only. It has been calculated using online GPS mapping technology (which calculates the most direct route) and by charity staff walking the route on foot. Your own tracking device recording may vary.

## 2. Participant Entry

- 2.1 In order to participate, you must complete the registration form and pay the entry fee.
- 2.2 Registrations must be received prior to the event. Event entry will close when the maximum participant capacity is reached, or on the closing date of Monday 21 October 2024, whichever occurs first.
- 2.3 On the day registrations will not be accepted.
- 2.4 Adult tickets are restricted to those aged 17 and over on event day. Child tickets are restricted to those under the age of 17 on event day.

- 2.5 Tickets for children under the age of 11 must be accompanied with the purchase of an adult or carer ticket.
- 2.6 If you are under the age of 18, you must get permission from your legal parent or guardian before registering. By completing the registration form and paying the entry fee this constitutes that you have obtained permission.
- 2.7 Children under the age of 11 must be accompanied by a responsible adult for the duration of participation. The responsible adult is responsible for the child's safety at all times.
- 2.8 Children aged 11 and over may take part in the 3km by themselves, but must be accompanied by a responsible adult at all times when not on the 3km course. The responsible adult is responsible for the child's safety at all times.
- 2.9 Teams are welcome to participate in the event. Please include the nominated team name in the relevant section on the registration form when asked, so that we can establish individual entries linked to the team. Alternatively, please email [fundraising@ruhx.org.uk](mailto:fundraising@ruhx.org.uk) with a list of team member's names.
- 2.10 If you plan to fundraise as a team via one fundraising page, it is your responsibility to set up a team fundraising page using the guidance in your welcome email, and notify the Events team. Failure to do so will result in inaccurate certificates and thank you letters post-event.
- 2.11 If you are registering someone on their behalf, you must provide all of **their** details (including address, contact details and medical information). By registering them, you also confirm that you have obtained their consent and that they agree to these terms.
- 2.12 Adult entry is £10 per person and child entry (under the age of 17 on event day) is £7.50. Registration fees are considered to be towards the administration costs of putting on the event to include, but not exhaustive of: medal, event hospitality and support.
- 2.13 The charity may choose to offer discounted rates as part of promotional offers and reserves the right to withdraw the offer at any time.
- 2.14 The charity will collect and hold contact and medical details for all participants prior to the event, in case of an emergency (see Section 8).
- 2.15 The charity reserves the right at any time (before or during the event) without liability, to refuse participation to you or any other participant with or without reason.

### 3. Fundraising and Donations

- 3.1 Participants taking part in the event aim to raise a minimum of £50 per child taking part.
- 3.2 Sponsorship must be raised for RUHX/Royal United Hospitals Bath Charitable Fund only. Entry is not permitted to support another charity.
- 3.3 Additional fundraising activities in connection to the event are carried out at your own risk.
- 3.4 All participants have a legal responsibility to ensure that all sponsorship monies/donations received in connection to the event are paid to the charity. We ask that you do this within 4 weeks of the event taking place. You can:
  - a.) Set up an online fundraising page (e.g. JustGiving) to collect sponsorship. Monies are transferred automatically to the charity.
  - b.) Go to [www.ruhx.org.uk](http://www.ruhx.org.uk) and make an online payment with a credit or debit card. Please let a member of the Events team know if you are doing this.
  - c.) Call 01225 825691 and provide credit or debit card details over the phone.
  - d.) Send cheques payable to 'RUH Charitable Fund' with your sponsorship form to:  
  
RUHX  
Royal United Hospitals Bath NHS Foundation Trust  
Combe Park  
Bath  
BA1 3NG
- 3.5 Please ensure any sponsorship forms used are completed in full and are returned to the above address to enable us to claim Gift Aid where possible.
- 3.6 Unfortunately sponsorship money cannot be accepted on the day of the event as we do not have suitable cash handling facilities to fulfil this purpose.

#### **4. Changes and Cancellation**

- 4.1 Entry is personal to participants and cannot be transferred to anyone else.
- 4.3 If you arrive late or early you must abide by the instructions of the Event representatives in attendance at the event. For health and safety reasons, it is possible that latecomers will not be permitted to take part. Starting before official start times is not permitted.
- 4.4 If you need to withdraw from the event for any reason, we ask that you notify us as soon as possible.
- 4.5 RUHX reserves the right without liability, or prior notice, to:

- a.) reduce or alter the route to accommodate unexpected circumstances
  - b.) change the event venue, time and/or date
  - c.) cancel the event in full
- 4.6 Where possible, significant changes will be communicated to all participants with as much notice as possible via the contact email address and/or telephone number given at registration.
- 4.7 Entry fees are non-refundable and non-transferrable, unless:
- a.) we cancel the event in full and we are unable to re-arrange a new date
  - b.) we need to reschedule the date of the event and you are not able to attend
  - c.) you have a medical reason for withdrawing

## **5. Conduct**

- 5.1 All participants must abide by the terms and any rules, instructions or regulations displayed or given on the day of the event by the charity, event representatives and/or the police.
- 5.2 Adults are responsible for their own and their child(ren)'s safety during the event and should carry a mobile phone that can be used in case of emergency. You will also be provided with an event wristband which must be worn at all times during the event.
- 5.3 Adults are responsible for their own and their child(ren)'s actions and conduct whilst taking part in the event. The charity will not accept responsibility for your/your child(ren)'s actions, nor the consequences for such actions.
- 5.4 Aggressive and/or abusive language and behaviour will not be tolerated.
- 5.5 You must remain vigilant, not make excessive noise and respect other participants, cyclists, local residents, event representatives, volunteers and the general public.
- 5.6 We respectfully ask that you refrain from drinking alcohol and/or behaving in a way which may cause injury or harm to yourself and others, or which may cause offence or damage the reputation of the charity.

- 5.7 We encourage all participants to raise any concerns immediately with the Events Team, who will investigate and act upon accordingly. The Event Manager has a duty to report safeguarding incidents or concerns to the Police.
- 5.8 Participants are required to arrive at the start time outlined in, unless informed otherwise.
- 5.9 Key points of the route will be marshalled by volunteers.
- 5.10 Water will be provided and it is your responsibility to make sure you have enough water on you to keep you hydrated and healthy.
- 5.11 Participants must complete the route before the designated event closure time, which is 8pm.
- 5.12 All participants must use the litter and recycling facilities available within the start and finish areas. Please do not drop litter but carry it with you until you are able to dispose of it correctly.
- 5.13 Dogs are not allowed onto the cycle track. Well-behaved dogs are permitted to join spectators but must be kept on a lead at all times.
- 5.14 We reserve the right to end a participant's involvement in the event with immediate effect if they breach or do not adhere to these terms, and no refunds shall be given in these circumstances.

## **6. Health, Safety and Medical**

- 6.1 Participants understand that the 3km distance is a strenuous, physical challenge and training in advance is strongly advised. It is your responsibility to ensure you/your child train sufficiently for this challenge.
- 6.2 You must be confident that you are physically and mentally capable of participating in the event. If you are unsure about this, you should seek medical advice before taking part.
- 6.3 Any pre-existing medical conditions that may affect participation must be declared to the charity by means of the registration form.
- 6.4 First aid facilities will be provided at the event. By taking part you consent to receiving medical treatment administered by Mendip Medical in the event of a medical emergency, or if you request medical assistance.

- 6.5 The medical cover begins at 6pm and ends at 8pm on Friday 25 October 2024. Before or after this time, all participants agree and understand that said medical cover will cease to be provided and will therefore either be required to end their participation in the event, or continue at their own risk.
- 6.6 If a participant becomes unwell during the event and needs assistance, they (or an accompanying participant) must notify a member of the RUHX Events Team or a volunteer immediately. If the RUHX team cannot be contacted, you must dial 999.
- 6.7 Odd Down Sports Ground is open to the public and other activities may be happening at the same time as the Glow Run. It is the responsibility of the accompanying adults to keep children to keep safe along the route and to be aware of traffic and respectful to other users at all times.
- 6.8 The charity takes no responsibility for the condition of the route. The route has been checked prior to launching the event.
- 6.10 The charity reserves the right to refuse entry to the event at our absolute discretion, if for whatever reason we consider a person unfit to take part. We may also ask you to withdraw during the event if we have concerns about your ability to complete it due to fitness, injury or otherwise. If you choose to continue, you do so with the understanding that you are no longer considered an official participant of the event and that you absolve us of all and any responsibility, and progress entirely at your own risk.
- 6.11 The Glow Run is a non-competitive event.
- 6.12 You are responsible for ensuring that you wear appropriate clothing and footwear and carry your own water when participating in the event, taking into account the nature of the event, the weather forecast and the terrain of the route.
- 6.13 All participants enter the Glow Run at their own risk. In no event shall RUHX be liable for any injuries, loss or damages whatsoever, including indirect, punitive, special, incidental or consequential losses connected with any aspect of the event.

## **7 Use of Personal Data**

- 7.1 By providing personal data when you register for the event, you confirm that you consent to such data being used by the charity for the purposes of organising, administering and staging the event.
- 7.2 You agree that the charity can use the details that you have provided to discuss your fundraising activity and follow up on your progress. If you provide personal data on behalf of additional entrants, you also confirm that you have obtained their consent for such data to be used for the same purposes.

- 7.3 If you are treated by Mendip Medical at the event, you understand that your details may be passed on solely for health and safety purposes and to fulfil legal obligations (including those under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013). In case of an emergency, we may also pass personal details provided by you (from your registration details) to the emergency services or health care professionals, and use them for the purposes of contacting your emergency contact. No other personal data will be shared with any other organisation.
- 7.4 Your personal information may also be used for the purposes of sending communications to you, where you have consented to receiving information about the charity's work when registering for the event.
- 7.5 All personal data held by us will be handled in accordance with applicable privacy and data laws. See RUHX's privacy statement here: [ruhx.org.uk/privacy-policy/](http://ruhx.org.uk/privacy-policy/)

## **8 Filming and Photography**

- 8.1 The charity and our authorised photographers/videographers will be filming and photographing the event and may use photographs or footage of you, your family or team for charitable purposes.
- 8.2 All authorised photographers/videographers have been instructed to ask for permission before taking an individual photo/filming of children at the event. This cannot be guaranteed in shots where children are incidentally included e.g. of starting line, along the route.
- 8.3 By taking part or attending the event, you confirm you are happy for any photographs, video footage or stills taken during the event to be used by the charity to publicise the event and/or other fundraising purposes including but not limited to, social media, advertising, publications, marketing material and any other documents that may be made available to the public.
- 8.4 The charity will not identify anyone by name in publicity without their prior agreement.
- 8.5 No personal details of a participant under the age of 18 will be used in any publicity materials without consent of their parent or legal guardian, but we may use images where children are incidentally included.
- 8.6 If you provide photographs or videos taken during the event to the charity, or post or tag on RUHX's social media accounts, you agree that these may be used for charitable purposes. By sending such photographs or videos to us, you are also confirming that anyone featuring prominently in any such photograph has consented to their image being used in this way.
- 8.7 If you do not want your image to be used please email [fundraising@ruhx.org.uk](mailto:fundraising@ruhx.org.uk)

**9 Liability**

9.1 All participants, volunteers and spectators attend the Glow Run entirely at your own risk.

9.2 RUHX shall not be liable for any injury, damage or loss to participants or their property that might occur as a result of their participation or attendance at the event, other than in respect of any injury or loss arising as a result of our negligence. For the avoidance of doubt, nothing in this clause shall exclude or limit our liability for any liability that cannot be excluded or limited by law.