

## Guidance for Website

Our website is hosted by IONOS on domain rotherhamharriers.org. We also have a mirror site. The site is html-based with sections and pages driven by php and served by a large variety of databases and tables.

The website aims to meet the everyday needs of members; the large majority of whom are active participants in athletics including runners.

At the same time, we aim to present a picture to the world at large of our philosophy and activities and how we support them. This has to range from simple curiosity to users seeking self-improvement at whatever level, and membership guidance is prominent.

Application for membership is welcomed at all levels and ages: especially note we have acquired a high reputation for young athlete development.

In background, the domain provides a large number of programs for club administrators

## Main Sections of Website

### Homepage

A daily-changing background is intended to reference a variety of activities and capabilities which are open to people who run or compete for pleasure and fitness in a range of contexts. New background images are welcome\*\*.

A system of scrolling (and linked) **Alerts** is in place for frequent access or topical important matters.

Coaches and other organisers can insert alerts if required and appropriate\*\*.

The allowable content of alerts is now considerably larger. The first-loading alert can be clicked to **load the WebApp** and presents a list of scrolling alerts to follow.

### News & General

An up-to-date fixture list is maintained by members and a limited number of recent news photos and reports are presented particularly for parents and supporters who do not access local press media\*\*.

The news content is intended to present a balance of athlete/runner areas.

### Membership

All aspects of membership: how to start, what costs and confirmations. Applicants are tracked through according to age (U15, U17 or adult)

### Young Athletes

Description of aspects of young athlete coaching and competition. Our use of an Interest Register. Timing and content of Induction Meetings to address safety of young athletes.

### Club

Various aspects of time and place, but mostly reference to our published codes and policies and their relationship with England and UK Athletics.

A huge archive of publications and other documents can be accessed from here.

### Activities & Links

A developing section which refers to our support of Rotherham Schools and Couch-to-5k courses and similar.

We are due to add details of community support eg through KMR series, Indoor YA Series, South Yorkshire CAA and Rotherham MBC initiatives (Rotherham 10k annually).

A pdf guide and link to the **RMBC Public Rights of Way** interactive map is in place {easier to use on laptop)

### Administration Programs

These will be referenced privately for users.

Five recent updates in admin area.

\*\*note: we would welcome contributions by members eg background images, fixtures they are aware of, meeting dates etc. More on this shortly or contact PH.

## Guidance for WebApp

The RH WebApp enables users to access information systems and databases.

It is loadable by the red-top alert on website homepage: just click the panel.

It can be routinely used in that way but it is more convenient if you park an icon on your mobile to load it on demand. That process will vary with different mobile platforms.

### Access Codes

All members can use the webApp with an identity and passcode. If you need reminding (2023) send an email to website @ rotherhamharriers.org.

There are different levels of access: members are recognised and have full access. Some non-members have webApp use but do not get full facilities.

There are some special functions targeted individually eg a named person, a committee member or members. Specific coaches or coordinators.

### Some of the uses

**At appropriate times**, members are prompted to update their personal contact details, or their compliance with EA Codes of Conduct (they can do so at any time).

**Pre-reading** for AGM purposes, and other documentation is available for members.

**Access to commercial** concessions is enabled.

**Young Athletes** (parents or guardians) are required to routinely confirm their **attendance** at coached sessions (in cooperation with their coach). This is a key factor in our Duty of Care safeguarding young athletes (and can apply also to adults).

**Athletes** are responsible for logging in; **coaches** have a duty to check they have done so.

**Coach and official** access to **emergency** data (ICE).

We currently are examining installing a **pre-payment system** for coached training sessions.

### Pre-payment

An initial spec for a system envisages:

- Data log of Payment by PayPal account or credit card or debit card to RH via PayPal (already available) (for a period, say a few weeks),
- Data log for sessions attended (already in use),
- Trainee/parent/guardian access any time to the above logged data and statement of balance

Updated 30/11/23

Updated 7/12/23

PH