

Wilmslow Running Festival Marshals' Pre and Race Day Instructions 2026

These instructions are provided in conjunction with an Instruction video on the Wilmslow Running Festival website

Your role and responsibilities leading up to race day and on race day

Purpose of the marshal role

To give advice to runners, spectators and the general public to help ensure that the race goes ahead safely and is enjoyed by everyone.

All Marshals ahead of Race Day you will receive the following information from your Squad Leader:

- Sector Marshal that you report to
- Your position on course
- Details of Road closures
- Timings for being in position and when the runners will pass
- Course map
- Emergency numbers
- Details of Kit and clothing

Please do the following preparation before the race

- Check the weather to ensure you will be appropriately dressed
- How to get to your post in good time
- Have access to a mobile phone
- Know:
 - what roads are closed during the race
 - timing of those closures so that you are able to advise runners, spectators and local residents
 - location of nearest toilets
 - next water station
 - estimated timings of runners passing your post

On The Day and During Race

- Wear a fluorescent tabard – Please return to your Sector Marshal, or if you are a regular attendee keep, after the event so that they can be reused for the following year
- Ensure you are given a bin bag to collect litter during and after the race
- Know what time you can leave your post your Squad Leader or Sector Marshal will advise if you ask
- Have a line of sight of the runners between you and the Marshal prior and immediately after
- Don't move any signs, cones or barriers put in place by the Traffic Management company
- Encourage the participants throughout the race
- Advise the medical team of any casualties – see later
- Advise the medical team of any drop outs – see later
- After Last Runner Vehicle, collect all litter in your area. Please take home or leave in a prominent position

Emergency Procedures

- When you require medical support:
 - Someone collapsing
 - Someone in severe pain
 - Any other condition you or the runner believes requires urgent medical support
- Ring the mobile number on the emergency contact list. Be prepared to answer additional questions from the Medical Team so they can allocate an appropriate response
 - Exact Location of the casualty. Work that out by referring to the nearest Marshal number to you from the course map, mile marker and/or road junctions. The most effective method of providing the location is by the use of a phone app What3Words. If you search for What3Words on the internet it should provide information on how to use the app and then download it to your smartphone
 - Gender of casualty

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- Is casualty conscious and breathing
- Reason for the request e.g. detail of the injury or medical condition of the person
- Runner number, or state non-runner
- Stay with the casualty and keep them, and yourself, safe until medical assistance arrives and remember keep calm. You may need to use spare bin bags/clothes to keep the casualty warm until medical assistance arrives
- The medical teams all keep defibrillators on their vehicles but there are several sited around the course. You can find your nearest defibrillator site from DefibFinder website <https://www.defibfinder.uk/>

Minor Issues and Drop-outs

- For minor issues e.g. stitches, pulled muscles etc. check if runner wishes to continue or drop out of the race
- Request additional support from Squad Leader/Sector Marshal if required
- Advise Medical Team of drop-outs giving runner number, reason for drop out and position on the course. They will advise Last Runner Vehicle if required
- Keep an eye out for the Last Runner Vehicle to ensure they pick up the runner
- The Last runner Vehicle driver will ask any runners that are walking and going to be beyond the three-hour time limit if they wish to be taken to the finish by them

Dealing with the General Public

- Runner safety is our priority
- We have officially signed road closures some road users may choose to ignore the signs
- Please advise them the roads are closed and explain our responsibility for runner safety
- Advise of alternative options such as:
 - Waiting until the runners pass
 - Helping with alternative routes
- Advise Sector Marshal if the situation needs to be escalated and they will support you

Role of the Traffic Management company

The Traffic Management company's role:

- position cones, barriers and signage before the event.
- on race day, put in place barriers and cones on closed roads
- manage the external entry points to the course entry area

Key Junction Marshals

- Know direction of flow of the runners at different points on the course
- Before the Race make yourself aware of alternative routes in case you need to give advice to residents within the course or motorists seeking access to roads within the course
- The entry roads to the course will be opened by the Traffic Management company after the race has passed through and it is safe to do so
- The internal roads on the course can be opened after the Last Runner Vehicle has passed and it is safe to do so under the direction of the Traffic Management company or your Sector Marshal

Critical Point Marshals

At certain points on the course:

- Runners passing in different directions on the same road
- Loud and clear instructions to keep to the RIGHT
- If you are a Critical Point Marshal you will be given details and one to one instruction by the Chief Marshal

Thank You

Thank you for volunteering. It is greatly appreciated by us all. Your role is important and your commitment is truly appreciated. Without you the Race could not go ahead

Wilmslow Running Festival Race Committee

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