

Guide Runner Licencing FAQ

What is Guide Runner licencing?

The guide runner licencing program was set up by England Athletics to develop our national database Find a Guide and provide some quality assurance when supporting visually impaired people to find a guide runner. The licencing program enables us to identify guide runners who have attended a Sight Loss Awareness and Guide Running workshop and who have an up to date DBS check and safeguarding training.

Why should I be licensed?

England Athletics and British Blind Sport encourage all guide runners to be licenced. This is to provide both visually impaired runners and guides with a high quality, safe experience. Licenced guide runners are insured and can also show on the national Find a Guide database (see below) so that visually impaired runners can search for and contact them to run.

How do I become licenced?

- **Attend an England Athletics 'Sight Loss Awareness and Guide Running' workshop**

Visit <https://www.englandathletics.org/coaching/development/sight-loss-awareness/> for details. Please note workshops are organised on a demand only basis from visually impaired people needing guide runners and where guide runners are needed on Find a Guide. They generally take place between April and September each year when the weather may be better for the outdoor element of the workshop. You can register your interest for a workshop [here](#).

- **Undertake a DBS check and upload a photograph**

Before the workshop you will be contacted by email with information on how to undertake a DBS check (unless you already hold one with UK Athletics in another capacity) and upload a **passport** style photograph.

- **Complete Safeguarding Adults in Sport online training (additional cost of £10)**

As part of the booking process you will be asked to complete an online Safeguarding Adults in Sport module. This will not be required if you have already completed the Safeguarding in Athletics model through another role.

- **Get your licence**

Once you have completed your safeguarding training, your DBS has been processed successfully and you have uploaded a photograph you will be issued your guide running licence in the post. Newly licenced guide runners

will be emailed at the end of each month and invited to join Find a Guide (optional), see below.

What if there isn't a workshop in my area?

Sight Loss Awareness and Guide Running workshops are organised in areas where we need more guide runners on Find a Guide and where there is interest from visually impaired people to run. Unfortunately, due to limited resource we cannot organise workshops on demand. This may mean in some areas where workshops have already run and there are lots of people on the Find a Guide Database (see below) we might not organise any further workshops until there is more demand from visually impaired runners.

What is the Find a Guide Database?

Licensed guide runners who want to can be listed on the national Find a Guide database held by England Athletics and British Blind Sport (www.findaguide.co.uk). Visually impaired people can search the database online to find guide runners near them and contact them to arrange support (guide runner personal contact information are not shared). Guide runners can mark themselves as active or inactive on Find a Guide depending on their commitments and can be removed from the Find a Guide database and the online search function at any time.

How much does a licence cost?

To become a licenced guide runner in England there is a one-off cost of £20 (England Athletics affiliated) and £30 (non-affiliated) to cover the workshop, administration, DBS check, production of the licence and insurance. The safeguarding training is an additional £10 cost required every three years.

How long does a licence last for?

Licences are valid for 3 years as they run in tandem with the issuing of a valid DBS Disclosure Certificate and safeguarding training. After three years the DBS Certificate and safeguarding training must be renewed to keep your licence valid but you do not need to reapply for a licence, failure to renew your DBS will result in the lapse of your license.

How old do I need to be to be licenced?

Guide runners must be 18 years old or over to be licenced.

Does a licence provide me with insurance?

Yes. UK Athletics public liability insurance cover applies to all activities and events that are organised by or on behalf of clubs or other bodies affiliated to one of the four home country National Governing Bodies such as event and race providers. In order to succeed with a claim, the claimant must usually show that the incident causing injury was a consequence of someone else's negligence. The UKA arranged Public Liability cover applies to all licenced guide runners, club officials and volunteers, and athletes who are a member of an affiliated club or organisation. Event organisers should conduct a risk assessment that takes into account the possibility of runners with visual impairments taking part, including the participation of guide runners. Failure to conduct an effective risk assessment will not invalidate insurance cover – however it may affect insurers' ability to successfully defend a claim.

The policy provides legal liability cover and does not apply to accidents, so the guide and runner should develop a close a working relationship to avoid misunderstandings and reduce the possibility of mishaps.

RunTogether groups are not classed as affiliated bodies but cover will apply as long as the leader(s) are currently licensed, and any incident is a consequence of their instruction.

Guide runners who are not licensed or part of an affiliated club or RunTogether group will not be covered under UK Athletics. Those guide runners associated with another organisation (school, leisure centre, event, race etc) should check the insurance arrangements with the organisation directly.

For more information visit www.britishathletics.org.uk/governance/insurance/

Does a licence give me a qualification?

No the licence is not a qualification of any form.

If I already have a UKA Coach / Leader License do I also require a Guide Running Licence?

Yes, your coaching licence is separate from a guide running licence and a guide running licence is not in any way a coaching or leadership licence. However, it will mean that you will already have a DBS check and safeguarding training which (if up to date) means you will not need to do them again.

Will I be asked about my experience of guide running?

You may be contacted by England Athletics and British Blind Sport to gather information about how and where you are guide running and your experiences of it. This will help us to review and develop guide running in England.

Why do you recommend licensed guides run within a formal running environment?

We recommend that in the first instance guides run with visually impaired runners in a formal setting such as a running club, RunTogether group or organised event or race. This is to ensure the welfare of both participants but also the highest quality experience by providing both runners with access to other associated benefits such as coaching and social activities etc.

Is there a minimum amount of guide running I must do in order to have and retain my licence?

No.

How will visually impaired runners know that I am available to guide them?

Licensed guides who want to can appear on the national [Find a Guide](#) database held by England Athletics and British Blind Sport and visually impaired people will be able to search for guides locally to them online and contact them (guide runner personal contact details are not be given out). British Blind Sport work with a number of organisations to tell visually impaired people about the database. However, we also recommend that guides research local VI organisations a VI taster session at their club, group or event.

What if I want to guide someone who is under 18?

Guide runners working with juniors (under 18) should only do so in a formal environment under the supervision of a qualified coach/leader with the consent of their parents/carers.

If I'm not licensed can I still guide run?

Yes anyone can be a guide runner but you will not be able to be registered on Find a Guide. We've created a video to help support people to do this- https://youtu.be/jZIZU_Louls



Still got a question?

Contact disability@englandathletics.org, 07850514936 and we'd be happy to help