How to change a walk (information for leaders)

Earlier in the year the weather forced several leaders to make changes to their walks, and we realised that not all leaders would know what to do if they found it impossible to put on the walk they had put on the programme so we have made the following guidelines. Please, leaders, keep them (and hope you don't need them!). We will also publish a set on the Leaders page on our website

Cancelled, postponed, replacement, altered walk - what to do

Cancelled walk

If you need to cancel a walk, contact Ann and/or Sally (preferably both), and we will enter it as Cancelled on the Ramblers website and put a message on our South Cotswold Ramblers message board. Please try to give us as much notice as possible, though that won't always be possible, and we can do it up to a few hours before the walk.

Contact details: Ann 07931 114439 chair@southcotswoldrambers.org.uk

Sally 07818 425088 sally@southcotswoldramblers.org.uk

Postponed walk (i.e. same walk moved to a different day)

As for a Cancelled walk

Replacement walk (i.e. when a leader puts on a different walk on the same day from a different start place because their original walk has to be cancelled)

- Reasonable amount of time before the walk send in a new Submit a walk form and notify
 Ann (contact details above) and email Karen <u>info@southcotswoldramblers.org.uk</u> who will
 not be expecting this. Also contact Ann and Sally to put a message on South Cotswold's
 Message board
- 2. Short notice so no chance of this being advertised if it isn't advertised/available to all Ramblers, it isn't a South Cotswold Ramblers walk, just a walk with friends you contact.

Altered walk (if you need to make small changes nearer the time)

If you are using the same start place and the distance is more or less the same, there is no need to do anything though you might like to contact Ann or Sally to put a message on the message board.