



fifty muddy years

and more

AROC Handbook

Website: AROCoffroad.co.uk

Follow us on Facebook: **Anglian Rover Owners' Club**

Additional info: motorsportuk.org
Version 7.0 (Updates from version v6.2 in RED)

This publication of rules and guidance has been approved by the Anglian Rover Owners' Club committee to cover events run by the club. We must also comply with the rules in the Motor Sport UK Competitor's Yearbook (blue book) available on line at: motorsportuk.org look in **Resource centre** and in paper format.

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1) Introduction

This book is essential reading for anybody competing in Anglian Rover Owners Club (AROC) events.

It lays out the rules that must be followed to ensure that we can all enjoy a safe and pleasant environment for our sport.

Although our name implies that we are a one make club, this is only a matter of history dating back to the days when we were a part of the Association of Rover Clubs (ARC) now called the Association of Land Rover Clubs (ALRC) which excluded non-Rover products. Today we welcome all makes of off road vehicle.

AROC is a club limited by guarantee, is non-profit making and nobody gets paid so relies on its members for support in running events.

All vehicles taking part in our events must comply with the regulations of: Motorsport UK (MSUK) as published in their "blue book", and the rules laid down in this publication plus any supplementary regulations (ASRs) issued by the club particular to the event.

For information, the reason we have to comply with MSUK rules is because they insure our events with regard to land owners, event officials limited competitor liability and provide third party public liability insurance by way of an event permit. For this reason only competitors and officials are allowed to drive in an event area.

The insurance cover provided for us by MSUK and paid for by part of the competition entry fee, only covers public liability and damage to the site by entrants and "signed on" officials.

Continued ..

This book not only lays down the essential rules that help us to maintain our excellent safety record but also provides details of the classes we run, bringing together vehicles of equal capability wherever possible.

Unfortunately it is not so easy to match drivers in the same way!

Please study the book and note its contents. If you have any suggestions or comments regarding the subject matter raise them with a committee member and we will consider them for the next issue.

Mission Statement:

To organise and promote grass roots off road events for the enjoyment of likeminded people by providing a safe and friendly environment to enjoy our sport.

2) Event Types

Promo Events:

MSUK allows a limited number of promotional events to be run each year. These are organised to encourage newcomers to our sport and allow non-members to enter to sample a non-competitive trial in the RTV style over non-damaging terrain. Scores are for comparison only and the C of C may designate drivers as Novice or Expert and help with guidance and safety. Classes are therefore Novice or Expert regardless of the vehicle entered.

Tyro Events:

These events are similar to RTV and have a competitive element but are laid out over non-damaging terrain. Drivers must be club members but may be as young as 14 (subject to guardian's approval and supervision). Broadly RTV classes will apply.

Family Vehicle Trial (FVT):

This trial is designed for those people who wish to have a go at driving off road in their road legal 4X4 with minimal chance of incurring any damage. The organisers are aware that these vehicles may be fitted with front spoilers, side steps and/or tow bars. Broadly RTV classes will apply.

Road Taxed Vehicle Trial (RTV):

This trial is designed for those people who wish to compete in their road legal vehicle. The trial will be harder than an FVT but not as hard as a CCVT. Body and/or mechanical damage to the vehicle may occur because of the terrain used. The organisers will always do their best to keep damage to a minimum but cannot predict the driver's or vehicle's actions. Some minor modifications to a standard vehicle may be required to comply with scrutineering i.e. fitment of recovery points etc.

Classes:

SSWB	Suzuki short wheelbase
SWB	Wheelbase under 99 inches.
LWB	Wheelbase 99 inches and over

Cross Country Vehicle Trial (CCVT)

Similar in structure to the RTV but the terrain and/or approach is more demanding. Body and/or mechanical damage could occur.

Classes:

Class 1	COIL SPRUNG	Wheelbase under 86 inch.
Class 2	COIL SPRUNG	Wheelbase 86 inches and over.
Class 3	LEAF SPRUNG	any wheelbase.
Specials	Any suspension setup but drivers can use Fiddle Brakes, Differential Locks and make Handbrake Turns.	

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Timed Events (Timed trials and Competitive Safaris')

The driver has to make a number of timed attempts at an arduous off road course set out on private land.

Timed trials **sections** may be a few hundred meters **long** while a competitive safari **may** be **up to** several kilometres depending on the land available.

The course will be clearly marked out such that navigation is not required.

The course typically is timed from a standing start and ends with a flying finish. The lowest aggregate time based on the number of designated runs determines the winner.

Other Events (Winch challenge etc)

Event specific rules, classes etc apply see separate regulations.

Event Timings:

Unless otherwise stated,

08:30 – 09:15 Scrutineering on the day of the event.

08:30 – 09:15 Signing-on (day of the event if available) normally pre-booked online.

Anyone not signed on by 09:15 may be excluded from entering.

09:30 target start time.

3) Event Information

There are several types of event run by the AROC, all of which are open to fully elected members and invited club members provided that entrants can meet specific licencing requirements where required. From time to time the AROC also run Promotional (Promo) events under a special MSUK permit. Promo events are open to non-members at the discretion of MSUK.

The events that are held by the AROC include:

- PROMO and TYRO trials
- Family Vehicle Trials (FVT)
- Road Taxed Vehicle Trials (RTV)
- Cross Country Vehicle Trials (CCVT)
- Winch Challenge
- Competitive Safaris and Timed Trials
- Other events for training and promotion purposes

Membership Cards:

All competitors and passengers must show valid membership documents (Physical or virtual) at the time of signing on. This includes Club Membership AND a relevant MSUK licence. If required, a scrutineering logbook for their vehicle may also be needed.

MSUK Competition Licence Requirements:

ALL competitors and any passenger MUST hold a valid "RS Clubmans Competition Licence". At the time of publishing these are available "Free of Charge" from MSUK via their web site. This licence MUST be shown at signing on otherwise you will not be allowed to drive on the day.

Abuse of Others:

Everybody running an event is there as a volunteer but regardless the club will not tolerate abusive behaviour or foul language aimed at anybody in line with the MSUK's Race with Respect conduct code. Anybody found flouting this rule may be asked to leave the event and in extreme cases have their membership revoked.

MSUK

See also: Safeguarding and Child Protection on page 10 and Appendix 3.

Social Media Policy: See Appendix 2

General Data Protection Regulations (GDPR) Privacy Notice: See Appendix 1

Event Etiquette:

All events are intended to be family friendly. This means that there will be people present other than competitors and course officials who may not understand fully what is going on. These may include young children and also members of the public on public footpaths. There may be animals and livestock in the area so everyone involved should be aware and drive in a considerate manner at all times. A speed limit of 5mph applies throughout the entire site including car park and entrance ways. For the safety of others reversing should be only take place when absolutely necessary and with special care. If in any doubt ask for help. Whether as an entrant or spectator all activities and driving on site is at your own risk.

In the interest of safety only competition and official vehicles are allowed beyond the car park area, other than at the discretion of the Clerk of the Course (C of C); for example to allow a disabled spectator access, spectator vehicles should not be taken beyond the car park area.

Free range driving is **not** allowed.

Never drive a section without the consent of the C of C **or their nominated start marshall**, even if all the competitors have finished the section the C of C may be intending to reverse or modify the section to use it later in the day.

Aggressive tyres do give advantages in adverse ground conditions but can also damage the surface when used "in anger". The resultant surface damage to the ground may change the condition of the course for the rest of the competitors and may cause the Land Owner to object therefore all drivers, but especially those with aggressive tyres, are asked not to cut up the surface unnecessarily. It is possible that tyre restrictions may be imposed by the Land Owner or MSUK.

The AROC only hire the sites on lay out and event days. Club members have no right of access to any of the sites we use at any other times. Failure to comply with this may lead to loss of valuable sites and exclude you from the club.

Special Measures:

During 2020 special measures have been introduced caused by the global Covid 19 pandemic. This has changed the way we are permitted to run events at least temporarily. Please therefore be **aware that** rules, regulations and procedures do change from time to time. The clubs committee will try to keep everybody updated via the club **newsletter (Roveround) (when published)**, Email, the clubs web site or Social Media.

Entry Fees

Entry fees may vary from time to time and event type. See the AROC website or Supplementary Regulations (SRs) via Email
Pre booking is required for most events.

Cancelled Events

In an event has to be cancelled for any reason the membership will be informed by email, or via social media or the clubs website.

Event Results:

Winners will be announced after all club equipment used for the event has been recovered and stored ready to leave site.

Help from competitors to clear up after events to show their appreciation for the hard work put in by others organising event is ALWAYS appreciated.

Trophies and Awards:

A number of Annual and Event Specific awards can be won during the year. Details can be found on the clubs website.

Trials Format;

A trial consists of a number of sections, typically laid out the previous day by the C of C and other marshals, where the driver is required to follow a course over awkward terrain defined by pairs of marker canes (gates).

The gates are numbered in the direction of travel (white on the right and red on the left) and are numbered normally from 12 down to 1 where the section ends. Some C of C may introduce variations for example, may include un-numbered start gates or the section may have only 10 gates.

The recommended minimum gate width is 3 metres.

Crossed canes may also be employed to indicate a hazard or limit the turning radius of vehicles. Where turns are tight the use of a "park brake" to gain advantage is strictly forbidden (CCV specials class exempt).

The section and starting order is controlled by the C of C and observed by Marshals. If the vehicle (including occupants and carried debris) touches a gate, ceases forward motion or crosses their own tracks, the entrant will score penalty points related to either the gate that is hit or the gate they are approaching.

An entrant completing a section without touching a gate, ceasing forward motion or crossing their tracks is said to have cleared the section and scores zero penalty points. The entrant with the least number of penalty points at the end of the day is the winner.

The driven line should always be followed with no looping or crossing of tracks. These will not be allowed on any part of the section unless the C of C has declared it permissible.

LWB vehicles are allowed one shunt per section, to enable the vehicle to negotiate a turn. The driver's intention to take a shunt must be called clearly by the driver before the vehicle ceases forward motion. The driver may then reverse, but must keep at least one wheel inside the vehicle's previously driven line, then proceed forward for the remainder of the section.

LWB Leaf-sprung Land Rover Series 1 2, 2a and 3 vehicles (and derivatives e.g. Santana) with a wheelbase of 109 inches or more and Defender 130s are allowed two shunts per section.

4) Officials' Duties:

Clerk of the Course (CoC)

Is responsible for the overall running of the event.
Lays out the course (normally the day before the event)
Ensure that scores are accurately logged.
Adjudicates any disputes – their word is final.
Instruct Entrants and other officials.
Supervises or delegates responsibility for recoveries.

Secretary of the meeting

Administers the official paperwork.
Collects entry fees.
Collates scores and publishes results.
Completes administrative formalities at the event.

Scrutineer

Scrutinizes vehicles for compliance with technical regulations and safety.
Assigns vehicles to classes.
Discretionarily maintains a vehicle fault log, held by the event secretary.

Steward

Ensures that the event is run within the rules and regulations of MSUK and AROC.

Marshal

Assists C of C.
Observes and reports penalty infringements on the course.
Completes score cards.
Assists with course layout, signage and any necessary course repairs.

These roles can be combined delegated or interchanged at the discretion of the original CoC.

Guidance and training for C of C and all other duties are available from committee members, please enquire for more information.

5) Health & safety

Health & safety is our number one priority at ALL events. It is the responsibility of everybody who attends events whether an official, driver or spectator to take reasonable care for their own safety and that of others affected by their action or omissions. We all have a duty of care for the health and safety of ourselves and others and must cooperate with the club and event officials to enable them to fulfil their obligations.

Site Specific Risk Assessments and information packs are available from the secretary's box.

Safeguarding and Child Protection:

MSUK policy on safeguarding of vulnerable adults and children can be read in sections A7 & D13.1.5 of the Bluebook. In addition the club has a Child Protection Officer to look after the interests of our younger members and visitors at events.

If you suspect anybody is being abused for any reason please discuss confidentially with a committee member.

See also **Appendix 3**

Children and Minors:

Parents, guardians & those, for example, taking a friend's children along to an event MUST be responsible for their safety and behaviour. All children & minors must wear a hi-vis vest as a minimum and be safely positioned and under control at all times. A child or minor is anyone under the age of 18 years.

Animals:

Dogs MUST be kept on a short lead and under control at all times. Any fouling must be cleared up and disposed of sensitively.

Riding in vehicles:

Riding in the back of open vehicles is dangerous. Passengers MUST be in a proper secure seat, wearing a seat belt NEVER standing nor sitting on another's lap.

Eating & smoking:

Eating while off roading is extremely dangerous with a potential choking hazard and NOT advised under any circumstances. Eating, smoking or chewing gum when driving in an event is strictly forbidden.

Drugs and Alcohol:

Absolutely no un-prescribed drugs or alcohol is permitted to be consumed during any active event. Any person attending any event in any capacity that is suspected of being under the influence of any substance or inebriated will be asked to leave.

Re-fuelling:

Plan to have enough fuel in your vehicle before arriving to complete the event. If you do need to re-fuel only do so in a non-smoking area designated by the C of C.

Working on Vehicles:

From an ecological and engineering point of view any work carried out at events that involves liquids (fuel, oil, antifreeze etc) or contaminated mud and debris. Vehicles MUST be put onto a suitable and suitably sized sheet in order to contain any spillage and prevent contamination of the ground below. Any contaminants must be taken away from site and disposed of within DEFRA rules.

6) Vehicle and People Recovery Rules and Guidance

General Rules:

In ALL cases on-site vehicle recovery MUST BE supervised by the Clerk of Course.

If the Clerk of Course does not feel confident or competent to complete the recovery safely themselves they MUST recruit and supervise another competent person immediately (Recovery Marshall).

Vehicles must be made safe BEFORE any driver or passenger is allowed to get out of the vehicle.

Rescuing People from an overturned vehicle:

In the event of a vehicle turning over it is important that the correct procedure is followed.

Generally the following will apply in this order however circumstances will vary and therefore a dynamic risk assessment approach should be employed:

The CoC should take charge or delegate responsibility, secure the scene and ensure the safety of yourself and others.

If there is any doubt then seek specialist medical help IMMEDIATELY.

NEVER put a vehicle back on its wheels with the occupants still in it.

Ensure the vehicle is stable and cannot move without warning, either by slipping or rolling

It may be prudent to isolate the starter battery (or maybe batteries) before recovering the vehicle or its passengers.

Establish the medical condition of the occupants. (Are they conscious, traumatised or could they have sustained spinal or neck injuries?). If you suspect spinal or back injury and there is no other imminent danger DO NOT move them. Keep talking to the injured person, encouraging them and update them on what is happening but use direct line of site contact ONLY so they DO NOT move their neck or body (Don't talk to them from the side as they will try to look at you, possibly compounding any injury issue).

If there is imminent danger for example a leak of fuel it MAY be necessary to get the injured occupants out regardless. If this is necessary take extreme care and do not put yourself in danger. Support the victim as much as possible.

First aid may be required in addition to the above.

IF the occupants are OK help them to safety and keep them observed as they may not be thinking normally.

When out of the vehicle place the injured person well away from danger to avoid moving them again. Keep them warm & comfortable but avoid excessive movement.

Recovering a vehicle:

- Generally the following will apply in this order however circumstances will vary and therefore a dynamic risk assessment approach should be employed:
- One person ONLY should take charge of the recovery (C of C or their appointed Recovery Marshall) but there should be a minimum of 3 people who work together to make a safe recovery.
- Everybody should act on instructions from the Recovery Marshall ONLY.
- Make a coordinated and planned vehicle recovery using appropriate equipment and resources.
- Anybody not directly involved with the recovery should be moved and kept at a safe distance from danger.
- Ensure the vehicle is stable and unable to slide or roll before even approaching it but also during the recovery.
- It is strictly forbidden to put/aid a vehicle back on its wheels manually except at the discretion of the C of C and never from lying on its side or roof.
- Before the recovery starts make sure the parking brake is applied and working. In addition chock wheels as necessary.
- Ensure attachment points for recovery equipment are appropriate, strong enough and positioned right for the direction and severity of pull.
- Inspect the recovery equipment for suitability and damage BEFORE utilising it.
- Recovery should be completed in all cases in a controlled manner. (Snatching and use of Kinetic ropes is forbidden).
- If at any stage the recovery becomes unstable or dangerous STOP. Re-evaluate what's going wrong and make another approach as necessary.
- Once the vehicle is back on firm level ground again ensure it cannot move by slipping or rolling before recovery equipment is removed.
- Inspect the recovery equipment AFTER utilisation and ensure it is taken out of service if suspect or physically damaged.
- Clear up any spillages, contamination or remains. (Dispose of the detritus properly)
- NEVER put yourself or others at risk of injury.

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7) Spectator Safety:

DO NOT:

- Stand or sit on or close to the course.
- Stand below the level of the course or driven line.
- Stand on the competitive side of any tape or signage.
- Stand in front of arrows or markers.
- Move any markers or canes.
- Ignore marshals' instructions.

ALWAYS:

- Expect the unexpected and be prepared for sudden action.
- Watch and Listen for approaching vehicles.
- Leave yourself room to move out of the way quickly.
- Try to stand behind something solid.
- Do as marshals ask.
- Take your rubbish home (and if you see rubbish dropped by others please feel free to take that too helping us to retain land for future use).

REMEMBER:

- Protect yourself and others around you.
- The unexpected will happen.
- Motor sport is about having fun not injuries - think safety.
- Find somewhere safe to enjoy watching the Off Road action!

8) Technical and General Regulations

Vehicles taking part in AROC events held wholly on private ground need not be DVLA registered, MOT'd. taxed or be fitted with a speedometer. However, RTV and FVT vehicles need to be road legal in order to qualify for a trophy.

Full technical regulations can be found in the Motorsport UK "Blue Book" available in hard copy and on-line. Search: [motorsportuk.org](https://www.motorsportuk.org) look in **Resource centre**.

Most regulations can be found in the following sections of the **Blue Book** (See also **Section 8a** below:

Competition Licencing: section H (RS Clubman's licence required for most AROC events)

Competitor and Passenger Age Limits: Section H appendix 1

Cross Country Event Regulations: Section P with technical regulations starting at section 56.

Insurance Through Event Permits: Appendix 2

Do please read and understand the rules and regulations and laid out in the blue book but don't be put off by them,

Scrutineering & Logbook

All vehicles should be presented by their drivers for scrutineering in a clean condition.

All vehicles **MUST** pass scrutineering before they can start an event.

The event secretary holds a logbook that the scrutineer may fill out & is to ensure compliance with the clubs regulations and the requirements of the MSA insurance. Its use is to ensure that entrants who have minor faults with their vehicles rectify them before they enter the next event.

Certain safety critical faults that have not been rectified following an advise at a previous event may result in exclusion from that event.

8a) Specific Technical Regulations

In certain circumstances the requirements of MSUK may be overridden but only to achieve a higher standard. The following regulations therefore apply:

8a.1) Seat Belts – CCV Vehicles: The clubs committee and in line with other off road groups has decided to take a safer approach to seat belt safety.

From 1st January 2024 the use of a 2 anchor point lap belt will no longer be acceptable. All CCV vehicles must be properly fitted with full harness seat belts for both driver and any passenger. 4,5 & 6 anchor point harnesses are all acceptable but they must be to a proper competition standard, have a minimum of two shoulder straps and lap belt and be correctly fitted into the vehicle. The two shoulder straps can be secured to a single anchor point if required.

It is also advisable that the above approved harnesses are used in conjunction with a suitable high back seat that will support the belt laterally in case of an incident.

8a.2) Seat Belts - RTV and TYRO Vehicles: a minimum properly installed 3 point lap belt with single shoulder strap must be used. Inertia reel belts must be tested and working correctly at scrutineering.

8a.2) Towing Points: Tow points and fixings should be suitably sized for the vehicle being recovered and marked with a contrasting colour so that others know where to attach tow/winch ropes.

Severe corrosion around the strong points of the chassis is NOT acceptable.

Lashing rings MUST NOT be used for recovery.

8a.3) Tow Ropes & Shackles: The clubs committee and in line with many other off road clubs have decided to take a safer approach to recovery of vehicles when towing with another vehicle or vehicles. This has been brought about by snatch recoveries ending up with damage to vehicles and personal injuries caused by the use of unsuitable recovery equipment.

From the 1st January 2024 the use of webbing straps/lifting strops, kinetic ropes, steel ropes and chains are banned. This means that only spiral wound ropes are allowed for recovery at club events and during the layout of club events. Nylon ropes with a suitable load rating are preferred.

In effect tow ropes must have some give in them but not enough to give any kinetic effect when used in heavy stress situations.

Please also note that older polypropylene ropes can get very hard and lose some their natural give so should be replaced before they become dangerous too.

Tow ropes and other ancillary equipment (shackles etc) must be of a suitable size/load rated and fully inspected for damage before use. If in doubt as to the condition of any recovery equipment DO NOT USE.

Ropes should be joined by threading the two loop ends together wherever possible. If this is not possible a suitable sized “soft shackle” should be used.

The use of “soft shackles” is always preferred and mandatory if used to connect 2 or more ropes.

The scrutineer or Clerk of Course will take a judgement on condition and suitability of recovery equipment and their decision is final.

Any damaged or unsuitable towing equipment must NOT be used.

9) Finally

Grievances

In the unlikely event of grievances please take the matter up with C of C, the Steward or a Committee Member who will try to resolve the issue if not refer the matter accordingly.

Final Message

We are a friendly and responsible grass roots motorsport club. Please enjoy yourself but be safe at all times. If you have any questions ask a committee member who will be happy to help you or at least point you in the right direction.

END

Contributors and acknowledgement:

Malcolm Manser

Barry Walker

Amanda Lewis

Tamar Walker

AROC Committee

Appendix 1:

ANGLIAN ROVER OWNERS CLUB – GDPR PRIVACY NOTICE (Updated Oct 2024)

Anglian Rover Owners Club (AROC) respects your privacy and we will only use your information in the way we describe in this notice. When using your information we aim to be fair and transparent, and to follow our obligations under UK data protection laws. Your information is used for administering club membership, activities and competitions ONLY.

AROC is the data controller for the purposes of GDPR and the Data Protection Act 2018. Our registered office address is 18 Digby Road, Leighton Buzzard, Beds, LU7 1BX. Our club contact for privacy and data is the Chairperson and their contact details are arocompsec@gmail.com

Collecting your information

We collect your information when you fill in membership application or renewal forms and competition event entry forms. You give us your information on the online forms. The information you give us may include your contact details (name, address, telephone number, email address) personal information and identifiers (date of birth, membership number, competition licence number), and other information (vehicle details). When you give us information about another person, such as a child, parent, guardian or emergency contact you should let that person know that you have given us the information.

If you are under 18 years old, we will also ask for information from your parent or guardian.

Using your information

We use your information when you first apply to become a member of AROC and then to administer and renew your club membership, and provide you with member benefits. We also use your information when you enter club events. For competitions, we will publish some of your information in the results, which will be in the public domain. Your information is used in these ways to fulfil our contract with you.

We may ask for emergency contact and next of kin details which we will only use in an emergency, which is a legitimate interest. You should let the contact and next of kin know that have given this information to us.

We might use your information to send you marketing messages by email, but only if you have agreed that we can do this by giving us your clear consent – and you can change your mind at any time by letting us know by contacting us. We will not sell or pass the personal data you provide to any third party unless they have a legitimate interest (for example MSUK, police, HSE etc)

To support your lifetime relationship with motor sport and AROC we may keep your information indefinitely. Unless we are required to retain information by relevant legislation we will, at your request, delete your personal data from our system.

Sharing your information

We may share your information with the Motor Sports Association as required by its General Regulations for governing motor sport, with other Motorsport UK Registered Clubs, with medical personnel, or any other person if we have to comply with a legal obligation.

Our website

When you use our club website we may collect information about you, in particular your IP (Internet Protocol) address, by using cookies. We use this information to improve your web experience. Cookies help us to recognise you when you return to the website, and they may also help you to login securely to our web-based services, including on line entry and payment. For more detail about how we use cookies please go to our Cookie Policy on our website (www.arocoffroad.co.uk)

The club website might contain links to other websites such as online entry and payment sites, partners and advertisers. If you follow links to other websites please review the privacy policy for each site because we are not responsible for information you share on those sites.

Security for your information

Your information is held securely by us. We have taken all reasonable steps, and have in place appropriate security measures, to protect your information. Your information is not transferred outside the UK.

Your rights

- You may ask us not to process your information for marketing purposes
- You are entitled to a copy of the information we hold about you and ask us to correct any inaccuracies
- You may ask us to stop using your information and to delete it, although we may maintain a skeleton set of your information. If you ask us to do this we will not be able to continue your membership
- You may make a complaint about how your data is used by contacting the Information Commission Office (ICO) by going to (www.ico.org.uk)

This privacy notice was last updated **14th October 2024** and we will communicate any changes to you.

Appendix 2

ANGLIAN ROVER OWNERS CLUB LTD - SOCIAL MEDIA POLICY (Updated Oct 2024)

Anglian Rover Owners' Club Ltd (AROC) recognises that social media is an important tool for all club members to engage with each other and the club

AROC encourages club members to use social media and other channels to promote themselves, the club, the clubs events and the sport

AROC provides a service to all members by actively utilising Facebook and Instagram as well as its website to promote its work and activities

The organisation is committed to providing a safe, fair and fun online space for AROC members. This includes safeguarding the welfare of young people who engage with the organisation on any social media and websites used by AROC

AROC recognises that this policy can be continuously developed and will review this document again by end November 2025 or after the outcome of any serious issue or incident as a result of the use of social media sites by the AROC community

To complement this policy, Motorsport UK has produced a Social Media Guidance document to provide the community with further information on how to engage appropriately online

The Policy outlines:

- The social media channels managed by the AROC members
- How AROC manages its social media channels and who is responsible
- The principles that AROC follow in monitoring all channels
- Reporting procedures to follow if any abusive or illegal content or activity has been identified by AROC members, Motorsport UK or community members

Our team closely moderates our online community across all digital platforms and ensure the interaction and engagement on our social media channels are in line with our policy

This policy is endorsed by the Committee and it has **Regulatory status**

AROC Owned Social Media

AROC will be active on third party social networking sites which are known to engage with young people and vulnerable adults, as follows:

Facebook: AROC: <https://www.facebook.com/AROCoffroad>

Instagram: AROC: <https://www.instagram.com/arocoffroad>

Management

The AROC Social Media Rep and Webmaster will be jointly responsible for the AROC social media activity:

- The day-to-day management of any AROC social media platforms commissioned or operated by the organisation
- Establishing acceptable standards for the privacy and moderation of the service and will work with the Club Safeguarding Officer and Motorsport UK's Head of Safeguarding to establish any other safeguards required
- Ensuring that any club committee members, partner agencies or contractors abide by the rules and regulations of AROC, in that any comments posted are not, or may not be conceived as: offensive, insulting, abusive, threatening, racist, discriminatory or may cause offence or harm to others, including club officials, members of the AROC, Motorsport UK Clubs/groups and teams or any person(s) associated with the activities of the Club or Motorsport UK

- Deciding which links will appear on the AROC website and social media channels and the acceptability of access to other sites
- Establishing acceptable use policy and will refer to the Club Safeguarding Officer and/or the Motorsport UK Head of Safeguarding and Regulatory Counsel/Disciplinary Officer after incidents of misuse
- Manage any other key staff or volunteers who may be involved in the monitoring of any internal or third-party sites used by AROC
- Initial interface with the Club Safeguarding Officer and/or Motorsport UK Head of Safeguarding
- Ensuring that the safeguarding expectations of AROC are included in any third-party contracts in tandem with the Club Committee
- Agreeing in advance with contractor(s) privacy and safety tools including acceptable and unacceptable behaviours
- Monitoring legally approved use of AROC content of any third-party websites used by the club

Monitoring

The AROC Social Media Rep and Webmaster will be jointly responsible for monitoring as detailed below:

- Monitoring the acceptable use policy and clarify unacceptable behaviour including harassment, defamation, discrimination, abuse, bullying and obscene or abusive language, the uploading of libellous, defamatory, obscene, illegal or violent material, or depicting nudity
- Referring any breaches of this policy to the Club Safeguarding Officer and/or Motorsport UK's Head of Safeguarding and the Regulatory Counsel/Disciplinary Officer, and who in turn may refer any breach of conduct obligations to the Motorsport UK National Court whether for disciplinary purposes or for an Inquiry

Reporting Procedures

If you have any concerns about online behaviours, there are a number of different avenues for reporting as listed below, you can also discuss your concerns with the Club's Safeguarding Officer

Any incidents of unacceptable behaviour including but not limited to harassment or discrimination, or the use of obscene or abusive language should be reported to MSUK via the Race with Respect section of the MSUK website, <https://www.motorsportuk.org>

Any incidents of online bullying, abuse, grooming or other behaviours which impact on the welfare or wellbeing of children or young people must be reported to the MSUK safeguarding team via email, safeguarding@motorsportuk.org

If you have concerns that material being posted is libellous, defamatory, or illegal report it to the MSUK legal department via email, Legal@motorsportuk.org

Appendix 3

ANGLIAN ROVER OWNERS CLUB - SAFEGUARDING POLICY/PROCEDURE

(Updated Oct 2024)

Anglian Rover Owners Club (AROC) are committed to keeping everybody (in particular all children and adults at risk) safe from harm while attending any of our events; this includes all our members, volunteers, their families and the wider public

AROC has a Club Safeguarding Officer, who is the first point of contact should there be any concerns and a procedure to follow if there are any reports received regarding a potential safeguarding concern

Policy Aims

This policy aims to:

- Clearly demonstrate our commitment to safeguarding children and young people and adults at risk
- Promote consistent good practice that delivers a safe and positive environment for children and young people
- Provide all staff and volunteers with the necessary information to enable them to meet their safeguarding responsibilities as set out in Government legislation and guidance

Scope

This policy applies to all club members to keep them safe while taking part in motorsport at our events. The policy also applies to the following people

- The Officials at our events eg Scrutineer, Marshals, Clerks of the Course, Secretary of the Event, Time Keepers
- The children in our club environment; both club members who are under 18 years of age and children related to club members who are attending our events
- Adults at risk
- Parents and carers of the children in our club environment

The AROC Safeguarding Policy applies at ALL of our club events, both competitive events eg trials and competitive safaris and also our social events. It also applies to any incidences of harassment or abuse occurring within the club membership that take place away from our events and venues (eg online or a domestic situation)

Definition of Harassment

Harassment can be defined as: *Unwanted behaviour which someone finds offensive makes them feel intimidated or humiliated or creates a hostile or degrading environment*

Club Safeguarding Procedure

There are 4 main types of abuse that can be prevalent in motorsport and constitute safeguarding concerns:

- **Physical abuse** – this is a form of abuse that causes physical harm such as hitting, shaking, burning
- **Emotional abuse** – involves constant criticism, threats, withholding affection or bullying
- **Sexual abuse** - occurs if a child or young person is used to meet another person's sexual needs either via physical contact or not
- **Neglect** - takes place when an adult fails to meet a child or young person's basic physical needs (food, warmth, clothing) or emotional needs (attention and affection)

However there are many behaviours that can also constitute harassment and abuse and as such, a safeguarding concern. These include:

- **Bullying and cyber-bullying** - this is an intentional act of aggression towards another person, it can happen in person or on-line such as name calling or physical harm
- **Peer on peer abuse** - this is any form of abuse that occurs between children, and within children's friendships, relationships and peer groups such as financial exploitation or physical abuse
- **Abuse by a person in a position of trust** - A person in a position of trust has a considerable amount of power and influence over a child or young person and could use this relationship to harm or manipulate the child
- **Poor practice** – certain behaviours may not meet the threshold for abuse but do not meet the standards expected of people in our sport and should be addressed

Harassment and abuse in motorsport can occur at any level, in any discipline anywhere in the UK

Responding to Reports

AROC has a duty of care and a duty to tackle incidents and behaviours which fall short of expectations and which left unchallenged support the development of a culture which is not conducive to the primary aims of the club. If any member reports that they or someone they know is experiencing a potential safeguarding concern the following steps will be taken to respond to the claim

- Safeguarding Children – refer to [MSUK 2022_Safeguarding-Children-Policy.pdf \(motorsportuk.org\)](#)
- Safeguarding Adults

The Club Safeguarding Officer will follow the appropriate reporting procedure depending on the type of incident reported to them and any concerns will be reported to Motorsport UK as they could form part of a bigger picture. ALL concerns relating to the welfare or safety of an individual, especially a child, should be reported as soon as possible.

Race with Respect

Within motorsport, a socially minded standard of behaviour is expected from everyone within the motorsport community. By participating in any of the AROC events, in any capacity, everyone is agreeing to follow the values of the Motorsport UK's Respect Code which can be found on their website [Race with Respect - Motorsport UK](#)

This document has been reviewed and accepted by the Directors and Committee of Anglian Rover Owners Club Ltd and will be reviewed by end 2025 or sooner if there are any changes to be made