

Alexander Central High School

ACHS NJROTC

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From: Naval Science Instructor, Alexander Central High School

To: Distribution All Units

Subj: Standard Operation Procedure (SOP) for 11th ANNUAL BLUE RIDGE
JROTC ORIENTEERING CHAMPIONSHIPS

ENCL: (1) Schedule of Events

(2) Area/ park Information

(3) Unit Proposed Lineup

(4) Final Entry Form

(5) Waiver/ Indemnity form

(6) Sample Map

(7) Pre-mishap Plan

1. General: The 11th Blue Ridge, JROTC Orienteering Championship will be hosted by Alexander Central High School NJROTC unit and Charlotte Orienteering Club. The meet for 2006 will be held at Kings Mountain State Park just outside of Gastonia North Carolina (west of Charlotte).
2. Purpose: The SOP sets forth the rules and regulations governing the conduct of participating schools, officials and cadets. It establishes guidelines for entry, timing, scoring, and general operations for the meet. It is incumbent upon each instructor/coach to ensure their participants are enrolled in the NJROTC program at their respective schools and that each participant is eligible for interscholastic competition as required by state and local regulations. All team members should be familiar with the contents of this SOP.
3. Operations:
 - a. **Standards of Conduct**: The conduct of participating cadets should reflect military courtesies taught in all JROTC programs. Cadets should conduct themselves with dignity and decorum. Tape players, radios, two-way radios (walkie-talkies) or any device which distracts from conducting the meet are absolutely forbidden. CADETS WILL NOT BE ALLOWED TO PARTICIPATE OR BE CONSIDERED PART OF THE MEET WITHOUT THE PRESENCE OF AN INSTRUCTOR/COACH FROM HIS/HER UNIT. Advisors, parents and friends are welcome as observers but must not interfere in any way with the meet. All cadets will avoid campgrounds, residential areas and other areas being used by park visitors. All cadets and visitors to the meet will use trash receptacles, which are provided. Please police the area around your vehicle prior to departure.

b. Registration and Competition: All units participating should have paid their \$100 registration fee by receipt of the SOP. Units must complete Enclosure (3) and forward it with final fees for receipt NO LATER THAN 16 OCTOBER 2006. Number of participants provided by you will be used to order sufficient maps for each school. Prior to arrival to the start area, have Cadets fill out the cards completely, the senior instructor from each unit MUST turn in a lineup sheet and completed indemnity forms at meet Headquarters (HQ) for all his/her participants in the meet. (ENCLOSURES 4 & 5). Each unit is authorized a maximum of 16 competitors for the meet. "Extra" cadets may be permitted as non-competitors with advance approval of the meet director. A welcome package containing starting information and clue cards will be provided to each instructor checking in. Blank maps will be provided for course participants at START. One map will be issued to each WHITE, YELLOW, ORANGE, GREEN, and SCORE course competitors only at the starting line sequence. A 2-minute sequence will be utilized with maps received 2 minutes prior to departure. "Extra" cadets beyond the number entered on the final registration/lineup sheet, may participate on a non-competitor basis only if time permits. Extra cadets will be started last.

c. Courses: Four cross-country type courses will be offered (*White, Yellow, Orange, and Green*) and one team *Score* course. Only the YELLOW, ORANGE, GREEN, and SCORE course will count for overall competition purposes. While orienteering is normally a "solo" sport, the meet does offer the opportunity for cadets to pair up, if desired for increased safety. This may of course limit your number of entries on courses and may factor into total points accumulated for overall standings. Each course (WHITE, YELLOW, ORANGE, and GREEN) may be run by (1) or (2) cadets. The SCORE course will be run by a team of FOUR (4) cadets. Cadets "paired" on the WHITE, YELLOW, ORANGE, and GREEN will receive one map and one score card and must start together and finish together. Finish time is based on the last member crossing the finish line. Cadets running independently should have the necessary skill and confidence to handle the course by themselves. Each competitor may run only one course of their choice with the exception of those running the WHITE course. If a cadet successfully completes the WHITE course in a timely fashion, he/she may proceed on the YELLOW course as a non-competitor if time permits. Instructors should judge cadet's abilities to tackle the increased difficulty of the YELLOW course. In all cases cadets must return within the maximum time allotted for the course and meet.

(1) White Course: THIS IS NOT A COMPETITIVE COURSE. This course is provided for beginning orienteers. Cadets will be provided blank maps and clue cards at the registration and have the opportunity to copy points in advance on their maps. Basic instruction will be prior to start of this course. Course length is usually 2-3 KM. Control points are located at easily identifiable terrain features. Prior map and compass familiarization is recommended but not required. Maximum time limit on course is 2+00 hours on course. While the WHITE course will not count for overall competition points, trophies will be awarded for 1st, 2nd, and 3rd place finishers.

(2): Yellow COURSE LENGTH NORMALLY 2-4 KM MAXIMUM TIME 2+00 HOURS
YELLOW course participants should have had basic orienteering training and have successfully completed on the WHITE course before if possible. Cadets who have successfully completed the WHITE course should have permission from their instructors before proceeding on the YELLOW course.

- (3) Orange Course: Course length is normally 3-5 KM. There are usually 8-10 controls with a max time limit of 2+00 on the course. Cadets competing on the ORANGE course should have had basic orienteering training and have successfully completed on the YELLOW course before if possible. Cadets who have successfully completed the YELLOW course should have permission from their instructors before proceeding on the ORANGE course. Instructors wishing to compete will run the ORANGE course "solo".
- (4) Green Course: usually 8-12 controls with course length 4-7 KM. Max time on this course is 3+00. This is an intermediate/advanced level course, which requires more advanced orienteering skills. As a rule, competitors challenging the GREEN course should have successfully completed two or more ORANGE courses prior to this meet. Controls are placed in more difficult locations than the ORANGE course.
- (5) Score "O" Course: Units may enter a maximum of two (2), four (4) persons teams on the SCORE Course. There are approximately 20 to 30 controls to be found by each team in a maximum of 1+30 (90 minutes). Each control found is worth a different point value, with the farthest or more challenging controls worth more points. Ten (10) penalty points will be deducted from the total point value achieved by a team for every minute over time. Distances to run for each team member will vary depending on team strategy. Intermediate to advanced orienteering skills and solid team strategy is a must to be successful on this course. In general, SCORE "O" is designed so that it is almost impossible for a team to visit all controls in the time allotted. This adds to the importance of team strategy. Teams may turn in one, two three or four score cards to the scorer *at the same time*. Once cards are turned in the penalty points stop and the clock stops for the team. Any card not turned in will not count for points.

D. Sequence of Events:

- (1) *Registration/Briefing*: **Instructors/Team Captains will be provided packets upon school arrival which contain clue sheets and control cards. Prior to arrival, instructors should present a firm list of competitors (lineup) and course each will run. These will be immediately entered into the line up card. Starting times will be assigned prior to the day of the meet and will be sequenced to ensure school competitors are staggered as much as practicable and consecutive starts are avoided. Competitor names cannot be changed following registration with out expressed permission of the meet director. Competitors on the Yellow, Orange, Green, and Score courses will be provided with firm start times following registration and prior to course openings. All competitors slated to run White course may take their blank maps and begin copying points on their map prior to start White master maps may be found near the White starting area and registration shelter. YELLOW, ORANGE, GREEN, and SCORE competitors should begin filling out punch cards with name and school information according to the sample provided in the registration packet. Instructors and team captains will be conducted in the HQ shelter in accordance with enclosure (1).**
- (2) *Starting*: **A common starting line will be set up for competitors on the YELLOW, ORANGE, GREEN and SCORE COURSES. IT IS INCUMBENT UPON ALL COMPETITORS TO ARRIVE AT THE DESIGNATED START LINE AT LEAST 5-10 MINUTES PRIOR TO SCHEDULED START TIME.**

Plan on at least a 5-minute walk to the starting area. Competitors arriving “late” to the start line will already be “on the clock” and started at the first opportunity. Instructors and non-competitors will be started "worked in" upon completion of all other starts. Competitors should have their clue sheets and control cards with them at start to present to the starting official for annotation. A 2 minutes start sequence will be utilized, with maps provided two minutes prior to course entry. White course competitors will have a separate start and finish line. YELLOW, ORANGE, GREEN and SCORE participants will enter a chute at the designated finish line.

- (3) Running the courses: **The object of running the cross country course is to find all the controls in sequences in the shortest time possible. All controls on the WHITE, YELLOW ORANGE, and GREEN courses must be visited in sequence and in ascending numerical order. Each control point will have a two letter ID card attached and a punch. Upon locating a control, competitors should match the ID with their clue sheet and if correct, punch their control card in the appropriate block. Score course competitors may visit controls in any order they wish. Points will be given, however, only once per control. In other words, no matter how many SCORE team members visit a control, the team is awarded those points only once.**
- (4) SCORE course strategy: **A team captain should be designated for each unit's SCORE teams, each member will be issued their own map during start with a clue sheet. Once the team is on the clock, strategy becomes important. Team captains may disperse their members in any manner desired to locate as many points as possible in the allotted 90 minute time. Teams accumulating the highest point total will be used to determine winners. 90-minute clock time will commence at starting line. Each team will receive 2 minutes to plot final strategy and copy points from the master map. If more time is needed it will be on the 90 minute clock.**
- (5) Completing the course: **Enter the finish chute and turn in your control card to the scoring table at the finish line. If you are running the WHITE, YELLOW, ORANGE or GREEN course as a pair, both members must cross the line together. Finish time will be based on last member across. All controls cards must be turned in at this time. SCORE "O" members may finish independently or wait for team members and cross together. The team captain may elect to turn in less than four cards to avoid excessive penalties for overtime. If this is the case, they must announce this in person to the SCORE Finish official near the chute area PRIOR to their 90 minute expiration time. The team clock will stop with no penalty assessed however the missing member(s) score card(s) will not count.**

ALL COMPETITORS MUST TERMINATE COMPETITION AND REPORT TO THE FINISH LINE BY THE END OF THE MAXIMUM TIME ALLOWED ON COURSE. ALL RUNNERS MUST CHECK IN AT THEIR FINISH LINE UPON COMPLETION OF THEIR COURSE REGARDLESS OF THEIR SUCCESS! THIS REQUIREMENT IS FOR ACCOUNTABILITY AND MUST BE STRICTLY ADHERED TO.

- (6) Equipment: **Cadets must supply their own compass (orienteeing type is recommended), pen, wristwatch, safety whistle, and shoes/clothing suitable for wet terrain and weather conditions. GPS devices, pedometers, etc. are not authorized and are considered un-sportsman like. Schools that the Senior Instructor deems as un-sportsman like will forfeit all awards they may have earned.**

4. Penalties: Penalties may be assessed for the following:

- a. Overtime- White, Yellow, Orange, and Green Courses – **Disqualification.**
- b. **Overtime Score “O” Course - 10 points deducted from team’s total POINTS for each minute over.**
- c. **Missing a control point – Plus 15 minutes added to total time for each point missed. More than 3 points automatic disqualification (Except SCORE course).**
- d. **Marking control in wrong box – same as missing a point.**
- e. **Lost control card – DISQUALIFICATION!**
- f. **A team may be disqualified for any of the following:**
 - (1) **Receiving assistance from others in locating controls**
 - (2) **Participating in more than one course (Except White-Yellow runners)**
 - (3) **Conduct, which is prejudicial to good, order and discipline.**
 - (4) **Possession of drugs, alcohol, tobacco products, or a weapon, knives included.**
 - (5) **Enter the scoring and judging areas without permission.**
 - (6) **Use of any electronic navigation or communication devices including GPS or walkie-talkies.**
 - (7) **Moving or tampering with controls.**
 - (8) **Loud or boisterous behavior in the woods.**
 - (9) **Harassing park wildlife**
 - (10) **Littering or damaging park property.**
 - (11) **Unauthorized use of your safety whistle.**

5. AWARDS: The BLUE RIDGE CUP, will be presented to the school/unit achieving the most points for the day’s competition on the YELLOW, ORANGE, GREEN and SCORE “O” courses. Schools competing for the Blueridge Cup should carefully consider number of entrants in each event, maximum points achievable and cadet skill level.

WHITE COURSE: No points (individual awards only)

YELLOW COURSE: 1st (30) 2nd (27) 3rd (24) 4th (21) 5th (18) 6th (15) 7th (12) 8th (9) 9th (6) 10th (3) points

ORANGE COURSE: 1st (50), 2nd (45), 3rd (40), 4th (35), 5th (30), 6th (25), 7th (20), 8th (15), 9th (10), 10th (5) points.

GREEN COURSE: 1st (100), 2nd (90), 3rd (80), 4th (70), 5th (60), 6th (50), 7th (40), 8th (30), 9th (20), 10th (10) points.

SCORE “O” 1st (150), 2nd (135), 3rd (120), 4th (105), 5th (90), 6th (75), 7th (60), 8th (45) 9th (30) and 10th (15) points.

White Course: 1st, 2nd and 3rd place trophies.

Yellow course 1st 2nd and 3rd place trophies

Orange Course: 1st, 2nd and 3rd place trophies.

Green Course: 1st, 2nd and 3rd place trophies.

Score “O” Course: 1st, 2nd and 3rd place trophies.

4TH AND EVEN 5TH PLACE TROPHYS MAY BE ADDED DEPENDING ON # ENTRYS

Blue Ridge Cup: **GOLD CUP with school's name engraved (one year retention) also a trophy for the unit to keep. Trophies will be presented to the overall 1st, 2nd, 3rd and 4th place winners.**

Top Instructor Award: **Trophy for the instructor with best score, and second place old goat trophy**

1. **Protest: All protests must be made to the meet director by the senior instructor as soon as practicable before the unit departure. The meet director will examine the alleged discrepancy with the instructor and other officials before rendering a final decision. Failure of a competitor to properly mark a control card or punching a control in the wrong box will not be considered.**

2. **Safety: Safety is paramount! Competitors must be aware of the hazards involved in orienteering and be especially careful to negotiate difficult terrain within their abilities. Severe fatigue reduces ones ability to think clearly. Competitors running with reckless abandonment through the woods will likely become disoriented and miss controls. THINK, at all times and use common sense. Drink plenty of water through the day. Competitors should ask for help in returning to HQ should they become hopelessly disoriented (lost) and are out of time.**
 - a. Avoid all wild life. Do not approach or attempt to touch, feed, or disturb any wild life inhabitants in the park.
 - b. Do not attempt to transit major waterways that are not easily crossed by foot.
 - c. Cadets should not have in their possession or bring to the meet any tpe of weapon, (real or toy) this includes knives.
 - d. While running through the forest, be especially alert for rocks, barb wire fences, stumps and STUMP HOLES which are covered by leaves. Note any WELLS indicated on your map, which should be avoided. Avoid extremely rough terrain and "rock climbing" by circumnavigating.
 - e. Should you become injured or unable to return to meet HQ, SUMMON HELP WITH YOUR WHISTLE! This is the only time the whistle should be used.
 - f. Participants must check in with the finish line of the course you competed on even if you did not finish successfully.
 - g. Note park boundaries on map DO NOT leave park boundaries under any circumstances except in an emergency.
 - h. Should you become lost, proceed to the nearest paved roadway in the park and return to park HQ. In unable to locate your whereabouts remain on the roadway for pickup by a meet official. You should your whistle if you are seriously over time to help the searches locate you.
 - i. Instructors should ensure cadets dress for the climate and terrain. Long sleeve shirts, long trousers, and appropriate footwear (sneakers or lightweight boots) are essential. Rian ponchos/rainwear for inclement weather.
 - j. Water will be located at meet HQ.

1. **Communications: The scorer, starter finish line and meet coordinator will be in radio communication. The meet coordinator will have access to a phone for emergency calls. Bring any emergency situation to the attention of a meet official immediately.**

9. First Aid: A first aid kit will be available at meet HQ. The State Park Personnel will also be present and available.

Schedule of events: 4 November 2006 Blue Ridge Orienteering Meet

0800-0900	Registration/Check in	
0830	Mandatory briefing for Instructor/Coaches and Team Captains	
0900	WHITE, YELLOW, ORANGE, GREEN, & SCORE - COURSES OPEN	
1130	Last start time (ALL COURSES)	
1400	All courses closed	
1500	Awards presentation (time approximate)	
White Course	0900-1130 Starts	1300 Closes
Yellow course	0900-1130 Starts	1300 closes
Orange Course	0900-1130 Starts	1400 Closes
Green Course	0900-1100 Starts	1400 Closes
Score "O" Course	0900-1130 Starts	1300 Closes

There will be 1-5 minute separation on all starts. Competitors must return to finish line no later than maximum time to avoid search being initiated. Coaches/Instructors will report to the meet coordinator prior to departing the park and reporting all cadets are counted present and or accounted for.

Agreement of Indemnity

Whereas the Alexander Central High School NJROTCU, Alexander Central High School and the Carolina Orienteering Club, here-in-after called indemnities, have agreed to sponsor the Alexander Central "Blueridge Championship" JROTC Orienteering Challenge to be held on 4 November 2006 at Kings Mountain State Park, South Carolina and to permit

Print cadet's name

To participate in said Orienteering Meet and to use various facilities at designated meet site.

parent/guardian

is desirous of holding indemnities free from and all claims what-so-ever arising out of the use of above or any facility related to Alexander Central High School or associated Alexander County facility.

NOW THEREFORE, in consideration of the aforementioned action by indemnities, the above named parent or guardian hold the indemnities, their agents and instrumentalities employees and successors harmless from any and all torts, claims of libality arising in connection with said facilities from any loss, damage injury or other casualty whatsoever to the above named cadet or to any other party, person or property, caused or occasioned by the use of any such facilities or equipment or in transporting any persons to, from in or around said facilities, whether due to imperfection in facilities or equipment, negligence of indemnities or other person or property, or for any other cause. The action of the indemnities in allowing the above named cadet to participate in the NJROTC ORIENTEERING event and to use the facilities shall signify acceptance this offer of indemnity. It is also certified that the above cadet is fully covered by a valid school or other insurance program for any and all injuries which could result from the activities and events of the orienteering meet.

signature of Parent/Guardian

date

NSI Certification or Witness signature

Enclosure 5