

Important Information for all Teams Taking Part in Shadow

Please go through the spreadsheet to find your own team details, e.g. Start Time, and Sector (red, blue or green). Also note the following:

Your Team should arrive at Exercise HQ which is at Sherwood Forest Visitor Centre, **30 mins before** your given start time and report to the Kit Check Area, which will be located in the Cafeteria.

Once through kit check, the Team Captain only should proceed to Sector Control, which will be located in the Sherwood Visitors Centre Compound. The captain will then be given the Team Passport, map and pen for the complete exercise and a score sheet for that Sector.

When the Team wish to finish the Exercise, they must return to sector control to check out of the Exercise where the Passport will be signed off and the map and pen should be handed in. Team Captains will be sent to Shadow Control to surrender their passport and receive a Certificate of participation and a breakfast voucher for the team.

Failure to follow the correct procedure may result in the disqualification of the Team and no score being given to them. The Team may also be disqualified if they are deemed to be going against the spirit of the exercise by being abusive to members of staff or other Teams; by using any form of satellite navigation equipment; or if they are found to be carrying, or are thought to have consumed, alcohol.

Special care must be taken about the disposal of rubbish and litter, especially in Sherwood Forest, as many areas are designated as Triple S sites. Bonus points can be gained for returning litter to Sector Control.

Please make sure adequate arrangements are made for your Team when they have finished the Exercise by ensuring that there is someone available to collect the Team at whatever time they need transport. Preferably this should not be someone who is working on Shadow as a Staff Member.

Teams are allowed a maximum of 7 hours in the exercise and need to be picked up as soon as possible after their finishing time. Teams who withdraw early need to contact their manager, by mobile phone to arrange collection a.s.a.p. to avoid teams having to hang around in cold conditions.

SEVERE WEATHER

Should severe weather be forecast for our area please ring the Shadow Helpline (01623 556110) after midday on Friday 16th October for an update.

If Shadow has to be cancelled because of severe weather (especially high winds) then the fall back date will be **Saturday 14th November**.

The Presentation will take place at the Mill Adventure Base on **Friday 20th November** at 7.00-9.30pm please try to arrive for 7.00 pm.

I wish your team well and hope they have the fun and adventure that the Exercise was designed for.