

## **PROTOCOL FOR ANNOUNCERS**

Announcers tend to be volunteers, who often have limited experience of point-to-points. However, they and the commentators are the public interface, and therefore both the tone and information provided are vital. Those who get it wrong can annoy some members of the crowd, whilst those who get it right are quietly praised. Please ensure they give the runners and riders at right time (after the preceding race) and also the results. A short guide is below:

### **1. General notes for Fixture Secretaries**

- Place the announcer handy to the declarations area and where things happen.
- Have good radio contact.
- Consider having a second system and announcer for your prize giving (particularly on a busy day).
- Make sure that you can hear what is being said EVERYWHERE, including the most remote parts of the car and lorry parks.
- Make sure that the announcer has all the details that they will require (e.g. sponsors, notices for the public - especially for their safety - and racecard). If necessary make a list of what you want them to announce, and in what order.

### **2. General notes for Announcers**

- If necessary, ring the secretary a few days before to check on the protocol for the day, where you will be positioned, any problems etc.
- Get to the racecourse in good time. Check where all the facilities are, who you are working with etc.
- Discuss any matters with the secretary or others. The secretary should give you all the information you want, including announcements to be made concerning the safe running of the event and support for sponsors etc.
- Make sure the systems work, that you have a radio and that you can use it!
- Ask someone to check that what you are saying into the microphone can be heard but is not too loud.
- During racing, be informative – give the relevant information but no more.
- DO NOT ask for doctors/vets over loud speaker system except as a last resort – all officials should have radios and phones.
- Ensure that you have a working system with the Clerk of Scales/Declarations Team to get a list of runners along with any changes from the racecard.
- If a race is divided on the day, keep to the same format as for other races – i.e. give runners for the second Division after the first Division has been run.
- Ensure you are off air when the commentator is talking (and vice versa).

**Less is More.** Most of the crowd do not want their ears tuned in to the tannoy all day.

### **3. Before the first race**

- Welcome people on behalf of the organisers a couple of times.

- Make any relevant notices on any changes to the day early.
- Try and find out the state of the going and announce it.
- Announce runners for the first race 45 minutes before racing and again 20 minutes or so before.
- Make any general announcements before the first race (e.g. area sponsorships and championships, raffle sponsors), but not race sponsors, to give plenty of time for relevant announcements between races.
- Be calm!

#### 4. After the first race and onwards

**Order of announcements.** This is pretty obvious to those of us who go pointing regularly, but it's not so for someone just doing the job for the day. The following is a useful guide for the basics. Starting from the end of a race:

- **Judge's result.** Given directly by the Judge or the Announcer immediately after the race.
- **Runners for next race.** Normally done in two lots. Numbers first, and then going through more slowly with full details. For those being really professional, announce you will give runners in a minute for race at page XX and then thank the sponsor (thus giving everyone the chance to find racecard, page and pen).
- **Weighed in, horses away, official result.** NB: all or part of this can be given after the initial announcement of runners for the next race, if everything is going smoothly. In unusual circumstances, such as a Stewards Enquiry, you may be forced to interrupt announcing the runners to state 'weighed in' etc.
- **Presentations to winners of previous race.** It's much easier if someone else is able to do this job.
- Then, normally, a gap where silence reigns or other information (e.g. sponsors) can be announced.
- **Best Turned Out winner.**
- Commentator takes over as horses leave the paddock.

NB: do not let garrulous interviewers interrupt the flow of information for the next race, as it is likely to annoy certain (mostly regular) racegoers.

#### 5. At the end of the day

- Thank everyone for coming or helping and wish them a safe journey home.

#### 6. Suggested method for reading out runners and riders

- 'Here are the runners and riders for the next race, 'The Mixed Open Race' kindly sponsored by NAME OF SPONSOR. There are XX Runners and they are:
  - Give numbers.
  - Then go through each horse as follows:
  - *'No. 13, No Hoper, owned by Mr Wealthy, trained by Mr Trier and ridden by Mr Knowitall. This horse carries a 7lb penalty and wears blinkers'*. Note any other changes from the racecard (e.g. colours).