



“How-to Guide to Host a MILE DAYS in 2017”

NATIONAL RUN A MILE DAYS™ is a *“youth and adult”* fitness event founded and produced by the American Running Association. The goals of the *RUN A MILE* event are to celebrate the mile and encourage people of all ages, especially children from elementary to middle school ages, to participate in running the mile. **NATIONAL RUN A MILE DAYS™** shall be a festive event that promotes the message that running can be fun and is an important aspect of overall health, fitness and well-being.

PE classes in schools can choose either any day in the month of May plus the first 9 days in June. We ask that all classes in the school participate. Running Clubs or Community Groups can gather on any weekday or the weekends if necessary. Tour Stops may fit in a weekend MILE Event.

1) The “School” Model: a plan for all PE Classes to “RUN A MILE”

- Approach your school Principal with the proposal to host a RUN A MILE DAYS’ event. If you are not the PE Dept. Head, go to that person first to get them aboard with the plan.
 - Remember: stress no cost to the school
- One single weekday on school grounds or at the neighboring middle school or high school that has a track
 - **Choose a weekday or two weekdays** for all PE classes to participate in running the mile.
 - Partner with your district’s high school to use their track or create your own loop course to run the mile (3-4 laps using safety cones)
 - Set up a loop that is $\frac{1}{4}$ mile in length; use safety cones or stakes to mark the course; have the course lined if running on grass
 - Ask the local High School track coach if he / she has a measuring wheel to mark out a $\frac{1}{4}$ mile loop

- Advertise the event through the school website and post RUN A MILE DAYS posters to generate student and parent interest.
 - Approach the PTA or PTSA to promote the “Mile Days”
- Ask for Parent Volunteers to come be Lap Counters and Course / Track Monitors to maintain safety for each class as they run the mile
- A few days out from “Mile Day”
 - Send out the ARA press release to local media (TV, regional community newspaper and websites). Add-in your school and town name with a date and location
 - RUN A MILE DAY Set-up:
 - Mark the course with chalk or biodegradable sports field paint
 - Have music set up outside to play during each “mile event”
 - Brief each class on safe ways to “run the mile”; include some history on the mile and its place in track & field history
 - Mention that May 6th is the day that the first man broke the fabled 4 minute barrier in 1954: Sir Roger Bannister
 - Hand out RUN A MILE DAYS Certificates after the students complete the mile. Have a teacher or parent volunteer to assist students
 - Option: take attendance that day and have the Certificates completed in a classroom later that day
- Each “MILE” Event Operation:
 - Limit the total number of runners to 30 if possible
 - Have teachers or parent volunteers help count laps
 - OPTION: use water-soluble markers to slash the hands of each runner for each lap of the Mile. If the loop is ¼ mile or 400m, a runner is finished when he/she has 4 marks on the hand.
- Login for FREE on the “RUN A MILE” website: www.runamile.org ;
 - After the event, upload or email a file of your participants names and mile times plus age, city, state, and sex/gender to miler@americanrunning.org
 - Send us photos or a photo file
 - Send us media coverage

2) The Running Clubs, Companies or Group Model: Organizing and hosting a local RUN A MILE DAYS™ event:

- Establish a partnership with a local middle or high school. A high school track is the ideal location to hold this event.
- Find a representative (a PE teacher, athletic director, or principal) from that school to assist with promoting and organizing the event.
- REGISTER for FREE; after the event, upload your participants’ names and mile times plus age, city, state, and sex/gender.
- Create a flyer and permission or waiver form, posted on the school website and/or Running Club website, and preferably promoted throughout the local school system. Suggested information to include on permission form:
 - Name, age, birth date, email address, name of school. Permission waiver form shall require parental or guardian signature.

- Representative(s) from participating school(s) or Running club(s) assists with registering students.
- Community/Club representative(s) assist(s) with recruiting volunteers for race day. A minimum of 5 volunteers is recommended.
- Establish a registration deadline, preferably one week before the event.
- Races can be broken down by age group and sex, with several heats of each race depending on number of participants. Suggested breakdown for event:
 - Open Family Event (i.e. parent/guardian with child), 8 and under, 9-10, 11-12, 13-14, 15 and up. [This is an option, depending on the number of participants. Age groups can be combined.]
- Recommended maximum number of participants per heat is 20-25.

NATIONAL RUN A MILE DAYS™ Event Recommendations:

- Run each MILE RACE by Classroom (e.g., PE Class) if possible
- Parent volunteers will be responsible for timing or recording the number of laps completed by each runner in each section or “mile race or event”.
- After the final race, **RUN A MILE DAYS™** certificates should be given out to all participants. Certificates (provided, free of charge, by American Running) shall be given to all finishers)

The American Running Association (ARA) will give up to 6 free NATIONAL RUN A MILE DAYS™ T-shirts to Hosts.

RUN A MILE DAY T-SHIRTS: LIMITED # of TEEs in 2017 (loss of fundraiser income)

Sponsored schools, clubs or community groups will receive FREE T-SHIRTS for 2016 RUN A MILE DAYS. American Running will provide free t-shirts to all selected “sponsored schools and groups”. **All interested schools that want to be considered for the Tour and to be fully sponsored (e.g., free t-shirts for participants) must be committed by April 8th.**

- Commit by April 8th
- All students or members of the group must be permitted to run the mile
- Allow American Running to promote and publicize all aspects of the RUN A MILE DAYS event at your school or event site (photos for posting and use in post-event promotions)

SCHOOL Groups or Community Groups are eligible to receive at no cost:

- Pre-printed RUN A MILE DAYS™ certificates to hand out to all participants (up to (400 per organizer plus a PDF version)
 - **Commit by April 15th to guarantee Certificates**
- Color Posters for your school or club (up to 10 Free)
- Opportunity to be a sponsored group that receives “NO-COST” T-shirts for Runners
 - Staff receive limited number of tees (2-6)

- Post photos for groups on the ARA and YOUTH RUNNER websites
- 8 week Mile Training Program Postcards (ONLINE at runamile.org)
- Flyers (posted at runamile.org to print) some may be printed and shipped
- Your stories printed in YOUTH RUNNER and on the ARA website.

If you are interested in planning an event to celebrate *National Run a Mile Days™* 2017, and would like further instruction, please contact the *RUN A MILE DAYS* Staff at the American Running Association: ***miler@americanrunning.org*** or ***maria@americanrunning.org***.