

Spokes-CTC Part of Cycling UK

The Event Leaders (EL's) Role on Rides

The club's activities can vary from an overnight stay in the UK to a 2 week venture ride overseas. Each scheduled ride during an Event will be governed by the club's rules and must be organised accordingly. The following guidelines have been produced to help achieve this goal.

1. The **EL** should be familiar with the document entitled 'Guidelines for **Ride Leaders (RL)** and **Assistant Ride Leaders (ARL)**.
2. The **EL** should not also assume the role of **RL**. At least one approved **RL** will be appointed for each event. In unforeseen circumstances if a **RL** becomes unavailable then the **EL** will undertake this role and call upon more experienced senior riders present to support them. For rides longer than two days the same **RL** could be appointed throughout, or different **RL's** could be appointed on different days. Where there are multiple rides planned on one day, the **EL** will appoint a **RL** for each "official" ride.
3. The meeting place and start time for each ride will be discussed between the **EL** and the **RL** in advance, so all participants may be informed in plenty of time.
4. All aspects of the route & the pre-ride briefing details including cafe stops, weather conditions, any known hazards that may raise the risk level including how the group will be controlled; must be pre-discussed with the **RL**.
5. Before a ride the **EL** should ensure **RL's** have access to the following;
 - An up-to-date **membership list** with contact numbers.
 - **Emergency contact details form** for any non-member who may turn up to an 'introductory ride'.
 - A **first aid kit**.
 - **Incident Report Forms**; to be completed during the incident or at the end of the ride.
 - **Optional extras** e.g. walkie-talkies, chargers, sat nav etc.