

# Ride Leader Responsibilities

As Ride Leader we ask that you to show up 15-20 minutes before the ride. If inclement weather will prevent a safe ride, please make sure that you cancel the ride appropriately by posting a message on the [www.bikefred.com](http://www.bikefred.com) Message Board and Fredericksburg Cyclist Club FaceBook as soon as possible. Its the ride leader's decision to cancel a ride or not. If you can't lead your ride for any reason other than inclement weather, please try to find a substitute Ride Leader. If you are unable to find a substitute, contact the FCC Road Captain as soon as possible.

## Before the ride:

Forms you will need to bring with you for the ride:

- 2 copies of **Ride Signup Sheet** (Roster and Waiver).
- 2 copies of **Group Ride Accident Report** form.
- 2 copies of **Release & Waiver of Liability** form
- 15-20 copies of Cue Sheets/Maps. If there are separate cue sheets per distance, bring at least 10 per distance.
- 2 copies of the complete two-page **Membership Application** form.

(Note: All forms in **bold** above are posted on the website under: Get Riding | Ride Sheets. If you do not have a way to print the necessary forms, please notify the FCC Road Captain.)

## At the start of the ride:

- Introduce yourself as the Ride Leader.
- Have all riders sign the **Ride Signup Sheet** before the ride.
- Note: Minors must be signed in on a separate minor's waiver, which is on the **Membership Application** form.)
- Ask if there are any new riders. If yes, and they want to join direct them to the club website for online membership or offer a **Membership Application** form.
- Review general safety guidelines with riders:
  - Remind riders that they must wear their helmets
  - Remind riders to sound off 'on your left', 'car back', 'hole' (& point), etc...
  - Use hand signals; left/right turn, slowing, stopping, etc.
  - Move well off the road and signal to riders behind when stopping.
  - Encourage single file. Riding double file is allowed when not impeding traffic.
  - Headphones are not allowed, as per Virginia Code.
  - If minors are riding, they must remain with their adult sponsor during the ride.
- **Review with everybody who is riding which course they are planning to ride. Encourage "like-mileage/pace" riders to group together.**
- Point out where there are stores and/or planned rest stops along the routes.
- Encourage riders to stay on the designated course. If they indicate that they are going to modify their ride (add extra miles, etc.) ask them to let you know.

- Start the ride approximately on time; use your best judgment. You are not obligated to wait for late comers.
- Take steps to insure that new or less experienced riders are not left behind by assessing the experience level of riders who expect to ride slower. Encourage them to ride together.
- It is not your responsibility to repair bikes. However, it is a good idea to bring a spare tube and/or tube repair kit, pump, very basic tools or all-in-one tool.

### **After the ride:**

- Try and account for all riders at the end of the ride using the sign-up sheet and remaining cars. Use your judgment if to wait, sweep for strays, use cell phone contact numbers and call riders still out or just go home.
- Mail or scan and email the sign-up sheet to the Road Captain or hold it until it can be hand delivered to the Road Captain or one of the FCC officers.

### **In the event of an accident:**

- Ensure that the rider(s) is/are transported home or to a medical facility as appropriate.
- Call the rider's contact person.
- Complete the **Group Ride and Accident** form and contact the FCC president or other officer to report the accident.

*Thank you for volunteering to lead a ride!*