

Ride Leader Procedures and Suggestions

- 1. Posting the ride.** Ride leaders must provide sufficient detail in ride listings (length, anticipated pace in mph, elevation gain, road surface terrain, rest rooms and food stops) so that participants can make well-informed decisions about their participation. Ride leaders should post the route sheet and/or map, preferably in electronic form so that participants can print out or download the route to their phone or device. Ride leaders need to request that participants respond by email or message if they intend to participate.
- 2. Pre-ride guidance.** Once the ride is posted on the [website](#) or the Google Groups mailing list, the ride leader or a substitute is expected to show up for the ride or cancel the ride (for example due to weather) by email or message in a reasonable amount of time prior to the ride. Leaders should introduce new members or participants to one another. Leaders should go over details about the ride and set expectations regarding whether there is a no-drop policy, the pace, if faster riders are accommodated, and the policy for occasional regrouping. If the group is large, ride leaders should consider appointing a “sweep” to ride at the tail end of the group; also, ride leaders should encourage riders to allow space between small groups of riders to allow cars to pass and have a safe space to cut back into the lane. Riders should be reminded that if they fall behind, deviate or decide to leave the ride, they need to notify the leader, preferable by text, or at least someone else in the group, who will then inform the ride leader.
- 3. Verify that all participants are current members.** Unless you are sure that a participant is a current Siskiyou Velo member, check the participant’s status on the club webpage; this is most easily done the day before the ride. Because our insurance requires that all participants be club members, verifying their membership is extremely important.
- 4. Guests.** Guests are allowed by our insurance to participate on **one** ride. After that ride, they must join the club in order to participate—again for insurance reasons. Guests are welcome for the one-time ride, but they must sign a Release of Liability prior to riding with the club. Ride leaders need to have available a few Releases of Liability forms and a pen for guests. The ride leader

should collect the signed release of liability and give a second copy to the guest. The ride leader should keep the signed copies and give them to the membership chair as soon as convenient.

5. **Helmets must be worn by all riders.** If a participant doesn't have or want to wear a helmet, the ride leader must tell them they cannot participate in the ride.
6. **Riding the route.** The leader should ride at the pace set out for the ride. For those who are riding faster or slower, the leader should follow the expectations set out at the beginning of the ride regarding regrouping. Ride leaders should make every effort to keep track of participants.
7. **Missing riders.** Ride leaders are encouraged to locate a person who is no longer with the group. If telephone contact is not possible, the leader should attempt to locate the person or ask another rider to locate the person.
8. **Changes to the route.** Ride leaders, at their discretion, may change a ride at any time for safety reasons, weather changes, or any other circumstance that would make it imprudent to continue the ride as originally planned.
9. **Ride leaders are encouraged** to share their knowledge, skills and insights to improve member's enjoyment of cycling. Being experienced cyclists, ride leaders may wish to share their knowledge about how to safely pass other cyclists; use of hand signals; use of verbal shout-outs to indicate obstacles in the road, approaching cars, sudden stops, and other potential safety hazards; where to best position yourself in the lane of traffic with regard to safety; and other helpful cycling tips. Furthermore, ride leaders can set a tone of camaraderie by engaging participants when and where it is safe to do so.
10. **Finishing the ride.** Ride leaders should make sure that everyone is accounted for at the end of the ride. If not, effort should be made to ascertain whether a missing person left the group voluntarily or if an accident may have occurred. Did the person tell other riders they were leaving to ride home? Can the person be reached by phone? Has the person returned to their car?