



## MASSAPEQUA PARK BICYCLE CLUB

### RIDE LEADER NOTES

The key to a successful ride is a prepared, knowledgeable, and enthusiastic ride leader. The purpose of this document is to provide both experienced and prospective ride leaders with guidelines for leading a successful group ride. We recommend you review these guidelines regularly and that they be followed for all club rides.

#### *PLAN YOUR RIDE*

1. Pick your destination and route. Consider the start location, distance, terrain, pace, and time required to complete the route.
2. Choose a date and time. Post your ride on the MPBC web site's ride calendar. You may also contact the ride coordinator for your group or the club.
3. You are responsible for the ride once you sign up for it.
4. Use a cue sheet, map or GPS system for backup if you're riding a new route in unfamiliar territory.
5. Scout the route in advance to familiarize yourself with the route. Observe potential problems, such as missing or hidden street signs, and high traffic areas. Look for appropriate rest stops.
6. Bring copies of the cue sheets and/or maps for your riders if you have them yourself.
7. Use good judgment when determining to ride in uncertain weather conditions.

#### *GATHER THE FLOCK*

1. Observe your group. Introduce yourself to new riders so they know who they're following. Look for issues such as equipment, clothing or conditioning and discretely discuss any concerns with the rider.
2. Announce the pace, destination, and availability of maps or cue sheets. If this is an Open ride, inform riders that they can be dropped and must find their own way back. Fill out a ride sheet! Get a head count. Remind riders that you intend to stick to the announced pace. The basic rule for your riders: **PASS THE LEADER AND YOU'RE ON YOUR OWN!**
3. Recruit a sweep for large groups. Ask for everyone's help in keeping track of all riders.

#### *PROVIDE A SHORT BUT EMPHATIC SAFETY TALK*

1. Remind every rider to respect the rights of other road users including motorists and pedestrians.
2. Explain that every rider is responsible for their own safety and the safety of others. They are expected to ride predictably and obey traffic rules and regulations.
3. Remind riders to use hand signals and verbal communications when slowing, stopping, turning or passing other cyclists. Riders should call and/or point out road hazards and debris. Riders are responsible to pass this signal along.
4. Instruct riders to use extreme caution at intersections. There may be a large group of riders attempting to turn or cross and what applies to one rider may not apply to the entire group.
5. Remind riders to single up at the "car back" signal. Busy roads with yellow lines require single file riding. Riding two abreast is allowed when prudent. Three or more abreast is illegal in traffic lanes. Providing gaps for cars to pass a long line of cyclists on narrow roads will allow vehicles to "leap frog" small groups when passing.
6. Explain how and when to safely take the lane.
7. Remind riders not to overlap wheels! We all want to stay upright!
8. Instruct riders to announce passing maneuvers and to limit passing on the right except where unavoidable.
9. Encourage new riders to ask questions and be open to comments. The group safety is at risk.
10. Remind riders to inform the leader if they are leaving the ride.

## *THE RIDE*

1. Start out at an easy pace (appropriate to the group) for the first few miles to allow the group to warm up. Everyone may not have ridden to the lot. It also allows riders to adapt to riding together.
2. Maintain the announced pace. The leader and optional sweep, must work together taking reasonable control to keep the ride together. Maintain group discipline and speak to problem people if necessary. Don't be afraid to suggest that impatient riders go on ahead, but emphasize that they will be on their own to find the route.
3. Speak to problem riders if they are endangering the group. Many times they just don't know that their behavior is causing problems.
4. Check with your riders and confirm that everything is fine. If someone has a problem, stop and fix it. If a rider cannot handle the announced pace and/or terrain, provide instructions and/or a cue sheet for their return to the start. Regroup when necessary.
5. Regroup by riding slowly or stopping if the group becomes separated. Be patient. Remember this is a recreational ride. When stopping, make sure everyone is safely out of the way.
6. Make the rest stop the focal point of the ride. Enjoy the scenery and company. Stretch and relax. Stops can vary depending on the mood of the group. Provide enough water and rest room stops for the ride.
7. Longer and/or harder rides may require additional stops. Respect the environment and dispose of trash properly.

## *PROBLEMS*

1. Mechanical problems are the rider's responsibility. Minor repairs and flats should be fixed while the group waits.
2. Major mechanical problems may require the rider to find a nearby shop or call for a ride home. The leader should use good judgment and provide advice to the disabled rider. Try to help as best you can with imposing a serious inconvenience on the group.
3. Minor injuries on a ride can usually be attended to on the spot. Provide basic first aid as required. Carrying a small kit is not a bad idea.
4. A major accident has serious medical and legal consequences. Make the situation safe. Call 911. Stay with the victim. Do not move the victim if a head, back or neck injury is suspected! Stay calm and maintain order until help arrives. Let the experts handle the situation when they arrive. Do not attempt to handle a situation beyond your capabilities. Gather appropriate information, such as witnesses, license numbers; take photos as appropriate.
5. Report serious accidents to the club president and ride director.

## *AFTER THE RIDE*

1. Make sure everyone has returned safely.
2. Complete your ride report and return it to the club statistician. You will not receive credit for the ride without the form. Ride reports may be emailed instead of sending a form.
3. Thank everyone who helped out as a sweep or co-leader for their efforts.