

May 2, 2011

WEDNESDAY NIGHT RIDES – TOUR LEADER GUIDELINES

Thank you so much for volunteering to lead a Wednesday Night Ride, our most popular event. Please read these suggestions for making everyone's ride enjoyable and safe.

Tour leaders should:

- ✓ plan a route which they feel is safe and appropriate with respect to amount of traffic, difficult intersections, road surfaces and distance. Try to ride or drive the route ahead of time to look for potential problems. A little hand drawn (or as fancy as you would like!) map with the route marked is often appreciated by the riders. Make a few copies, especially for the second group leader. Give good directions as to the route and stick to it. Assigning a “sweep” is a good idea.
- ✓ show up a few minutes ahead of time to “meet and greet” the riders. Ask any new riders if they are SCA members and, if not, explain our procedure of asking them to complete a membership form and to pay the membership fee with a cheque or cash before the ride. If they decide to not join after 1 ride the membership form/fee is returned. (have a few membership forms and a pencil in your handlebar bag) In case the rider does not have cash or a cheque, have them sign the waiver with the expectation that payment will be made before the next ride
- ✓ if the number of riders is large (especially if it exceeds 12) consider splitting the group into two and assigning an experienced riders to go with the second group. Make sure the second group has a map or is aware of the route and the end point
- ✓ take note of any bikes which seem to pose a safety hazard to their riders or to others and either work to rectify the situation or at least point out to the owner the possible need for repair. Checking for low tires can really help someone to enjoy their ride.
- ✓ look for new riders who may need some encouragement or assistance. You might decide to ask a veteran to “watch over” an insecure rider. We want these new people to have a good ride and to come back for more!
- ✓ get an accurate count of the number of riders in order to account for all participants. Stop and regroup in a safe place if the group is split by a traffic light or gets too spread out. Allow the last rider in to catch their breath before proceeding
- ✓ enforce our club requirement of wearing an approved helmet while riding and encourage the use of reflective safety vests
- ✓ decide on a suitable end point for the ride and make sure all riders know where it is. If it is dark when the after-ride fun is done, encourage riders to use their lights. You could offer to ride with anyone who is not clearly visible, or who might appreciate a buddy to ride back to the Leg with.
- ✓ in case of inclement weather, be sure to check with Environment Canada for a “**Weather Warning**” which would cancel the ride
- ✓ set a good example of riding safely and considerately and give yourself a big pat on the back for volunteering for this important role!