

CYCLISTS TOURING CLUB CHELTENHAM MEMBER GROUP

GENERAL GUIDANCE NOTES (Revised 2015-06)

These General Guidance Notes are issued for information on the structure of club rides and conduct of members whilst riding. They may be altered at any time by the committee who will consider any amendments suggested by the membership.

A copy of the Standing Orders and these General Guidance Notes shall be issued to all new members, and when changed to existing members.

1. Runs Programme

Runs will be decided by a Runs Committee and will be listed on a Runs List which is sent to members in advance each quarter.

The Runs Committee will try to arrange that all groups meet up with each other at elevenses and/or lunch.

They will also circulate a list of future run dates and destinations for members to volunteer to lead.

Members shall be encouraged to contact the Runs Committee with suggestions for destinations and stops.

2. Run Types

Subject to support, several different types of run will be arranged to cater for the different requirements of the members.

Speeds given are only as a guide and do not include time spent stopped at elevenses or lunch. Terrain and weather should be taken into consideration.

Vehicle assisted runs may also be arranged.

2.1 'A' rides - Sunday - 70 to 100+ miles.

- Evening - 20 to 30 miles.

Average speed 14 to 18mph, riding all hills.

2.2 'B' rides - Sunday - 60 to 90 miles.

- Evening- 18 to 25 miles.

Average speed 11 to 15mph, riding almost all hills.

2.3 'C' rides - Sunday - 50 to 80 miles.

- Evening 15 to 20 miles,

Average speed 10 to 13mph, riding most hills

3. Members under 18 years old

All children under the age of 18 years must present the leader of the ride or event with a Parental Consent form before commencing. The leader must be happy that the parent has understood the demands of the ride and that the child is capable of undertaking it. The parental Consent form may cover a number of rides of similar type but may not be taken as a blanket permission for any event. This age group are not permitted to participate in rides extending into the hours of darkness.

Children aged 13 to 17 years inclusive may participate unaccompanied.

Children under the age of 13 years must be accompanied by a parent or other adult taking the parent's responsibilities. A Parental Consent form is also needed.

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4. Participation by Non-Members

Up to 10 riders who are not CTC members are welcome to ride with the Group providing they complete a Guest Registration Form and present it to the ride leader before starting. It is expected that such riders would take up CTC membership after 3 rides.

5. Run Sizes

If more than 10 riders are present consideration should be given by the Run Leader to forming two (or more) smaller groups.

6. Attendance Points

One point shall be allocated for each function (including club Audax events) attended, subject to a maximum of two points per week (the week shall be considered to commence on a Monday).

6.1 Juniors do not get points for evening club runs.

6.2 Members who are officially representing the Section at any function that coincides with a club run or club night shall also be eligible for one attendance point.

7. Group Riding

7.1 Comply with the Highway Code and the Law of the Land. NEVER RIDE MORE THAN TWO ABREAST. Bunching up causes most accidents as it leaves the inside riders nowhere to go if there's a problem. If a rider thinks that for group safety or convenience of other traffic the group should single out, call "Single Out"

7.2 Behave and ride in a manner that is safe and courteous to other riders and road users. If necessary, pull off the road at a suitable place to allow traffic to pass.

7.3 Use a roadworthy cycle.

7.4 Fit full length mudguards and a rear mudflap – if not, be prepared to ride at the back of the group if requested

7.5 It is recommended that you carry a drink, tool kit, spare inner tube(s), pump, basic first aid kit, map(s) of the area being ridden, waterproofs if appropriate and food, drink and money to cover emergencies etc..

7.6 Use lights if riding after lighting up time or in bad light conditions including fog. If you have a rear flashing light then please ensure it is switched to constant if you have people riding behind.

7.7 Warnings of manoeuvres and hazards should be given to those you are riding with, and it is important that the warning is passed on up and down the group. Hazards may include parked vehicles, horses, holes, drains and so on. The commonly used expressions are:

(a) "CAR UP" (also "Car back" and "Oil up") for a vehicle approaching from behind. If the specific call is given to "SINGLE OUT", the inside ride moves forward in front of the person on their outside.

(b) "CAR DOWN" (also "Car front" and "Oil down") for a vehicle coming towards you. Don't wander out to the road centre or try to overtake.

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- (c) “HOLE LEFT” or “HOLE RIGHT” or just “HOLE” for potholes or debris and “UNDER” for bad road surfaces
 - (d) “TURNING LEFT” or “TURNING RIGHT” If the call or hand signal is given, PASS the message back, when riding in a group not everyone sees or hears the message.
 - (e) “EASY” for slowing down
 - (f) “STOPPING” DO NOT just stop instantly allow time for the riders behind to take appropriate action.
- 7.8 Do help the Run Leader by letting him/her know if anyone is being left behind by calling “Off the back” or “Puncture” or if someone has stopped for a call of nature.
- 7.9 If you overtake the leader be aware that he/she might be about to turn left or right, so be within earshot. A rider who overtakes the leader must bear the responsibility for getting lost.
- 7.10 Personal stereo headphones should not be used when riding with the Group

REMEMBER! SAFETY & PROGRESS OF THE GROUP RELIES ON THE COMMANDS (calls), BEING PASSED THROUGH THE GROUP.

8. Run Leaders

- 8.1 Plan your route in advance taking into account the type of ride you are leading and the people likely to be riding it. A list of cafes is available from the Committee and on the website.
- 8.2 Try to leave the start promptly and arrive at elevenses by 11a.m. and lunch around 1p.m.
- 8.3 The weakest rider regulates the pace of the group. Check from time to time to ensure you don't drop people off the back. The other members of the ride should also help to keep you informed if people drop behind. Try to have an experienced rider at the rear of the group to assist in keeping the group together.
- 8.4 Keep a special eye out for new riders and advise them which ride will suit their experience and fitness.
- 8.5 Complete a Run Sheet with names of those present on the ride and pass it to the Attendance Coordinator as soon as possible. Collect any appropriate fee and pass it to the Treasurer as soon as possible with a note of its origin.
- 8.6 If you are unable to lead your run, try to find another leader and advise the Runs Secretary.

END of GENERAL GUIDANCE NOTES

Revision 10-2014 Section 4 “Up to 10 riders..” was “Those...” , “..after 3 rides” was “..after 5 or so rides.” Section 6 “(including....events)” added
Revision 06 2015 Section 5 was 16 riders