

Ditcham Park Cycling Club Overview and Operating Procedures

The club's focus is now fully directed on Mountain Bike Riding, that is accessible to most age groups within the school.

Mountain Bike Riding

Thursday Club evenings – In British Summer Time, an MTB after school club runs on Thursdays from 3.45pm to 5.15pm. This is attended by students from Year 3 to Year 11. They take part in coaching activities on school grounds (tarmac, field and our own trails) and/or off-site rides in the neighbouring countryside. A general risk assessment exists for on-site riding and for the local rides.

People who attend – pupils, volunteers, staff.

Saturday Adventure Rides – these take place once a month, usually between 10am and 1pm. A risk assessment is completed for each route. Parents are advised as to the suitability of each ride for their child. These rides take place on bridleways, byways and other recreational routes and forestry tracks in the local area.

People who attend – pupils, parents, other adults (parent's partner etc) volunteers, staff, ex-pupils. We permit other adults and children who are not associated with DPS to attend but have not yet done so.

Off-site Riding - The off-site ride ratios, for both Thursdays and Saturdays, are 8 students to 1 qualified ride leader and 1 other responsible adult. Risk assessments are completed for all routes.

Volunteer ride leaders have a recognised qualification – either MIAS, BSCA MTB Leader Award, BC Coach, Cycling UK MTB Trail Leader – and are DBS checked. At least one adult will have a current first aid certification.

Those riders who have demonstrated competence in cycling, road safety, bike maintenance, and navigating can be recognised as 'independent riders' and capable of riding with more remote supervision with written parental consent in advance.

- All riders must provide a bike in good working order and wear a helmet.
- Parent/Carer Consent Forms including Emergency Contact details and medical information and requirements must be completed for all U18s
- Each rider will be assigned to a group and be supervised by a suitably qualified Ride Leader supported by at least one responsible adult who is a competent cyclist.
- Ride leaders carry emergency contact and medical details.
- The ride leader will make sure every rider is properly prepared for the activity.

Best Practice Guidelines

- Where appropriate, a support car should 'shadow' the ride and carry basic bike-fixing tools (back-up only), water and snacks and a first aid kit. However, riders will be encouraged to be self-sufficient in fixing punctures and carrying their own bike tools.
- Where possible, riders will be given instruction in bike maintenance.
- All adult riders are responsible for their own well-being during the ride.
- All Ride Leaders should be capable of basic bike maintenance.

British Cycling Best Practice Guidelines: Off Road Riding

Club/Group Ride/Training Session – off road Best practice is.....

- Always have a leader in attendance with an appropriate off-road leadership qualification that is recognised by British Cycling.
- The leader should hold a valid British Cycling Coaching License, which includes the requirement to have a valid first aid certificate.
- The leader should only lead rides that are within the limits of his/her qualification (eg altitude, distance, environment, number of riders in the group, etc).
- All participants should follow the Countryside Code (England and Wales) and the Scottish Outdoor Access Code.
- The route must not include areas where riders are prohibited under current legislation.
- All riders should be encouraged to take part in activities that are within their capabilities.
- Have a signed parental consent form for all riders under the age of 18 years.
- All riders must wear a helmet.

Volunteer Ride Leaders

Volunteer Ride Leaders all have one of the following qualifications:

- MIAS MTB Leader Level 1 or 2
- BSCA Touring Leader/MTB Leader
- BC Coach Level 1 or 2
- Cycling UK MTB Trail Leader

Volunteer ride leaders should aim to attend a 2 day Outdoor Activities First Aid Course as soon as is practicable. At least one ride leader/staff member on a ride will be First Aid qualified.

Volunteer Ride Leaders are DBS checked.

A member of staff will not always be present on a ride but will have been informed of the route details. All ride leaders have been given DCC Operational Procedures.

Pupils accompanied by a parent or nominated adult do not count towards leader:pupil ratios. One parent/nominated adult can only supervise two pupils.

<u>DCC Activity</u>	<u>Minimum Ride Leader Qualifications</u>	<u>Activity Ratios</u>
Mountain biking	BC Level 2 MIAS MTB Level 2 BSCA MTB Leader Cycling UK MTB Trail Leader	1 qualified leader plus 1 responsible adult per 8 unaccompanied pupils.
On - site MTB coaching	MIAS MTB level 1 BSCA MTB Leader Cycling UK MTB Trail Leader BC Level 1	For supervision: This is an entirely on-site activity covered by usual school ratios.

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MGP