

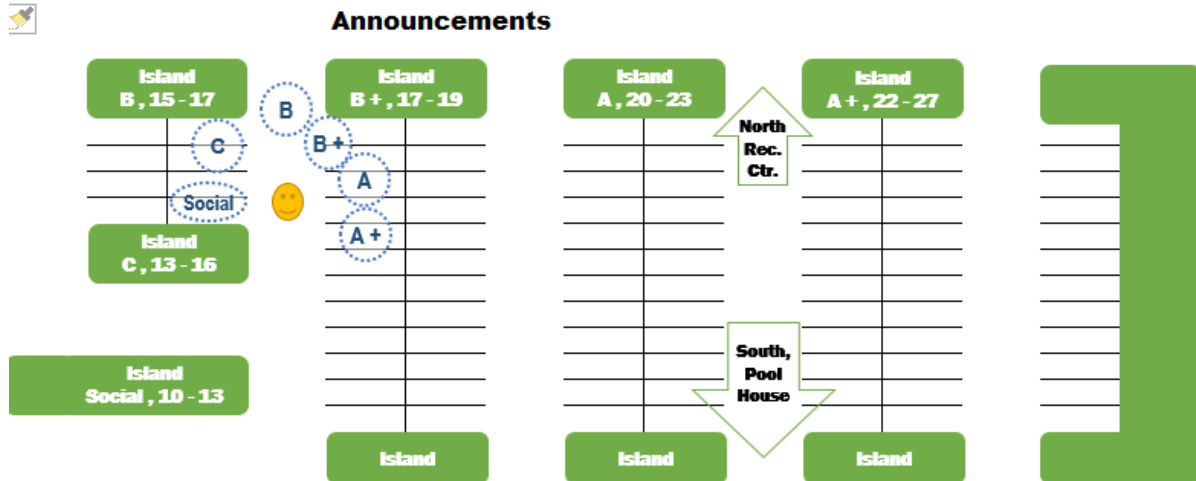
Ride Director, Ride Leader, & Sweep Guidelines

The purpose of this document is to provide guidelines for the **Ride Director, Ride Leader, & Sweep** when organizing and conducting club rides.

Ride Director

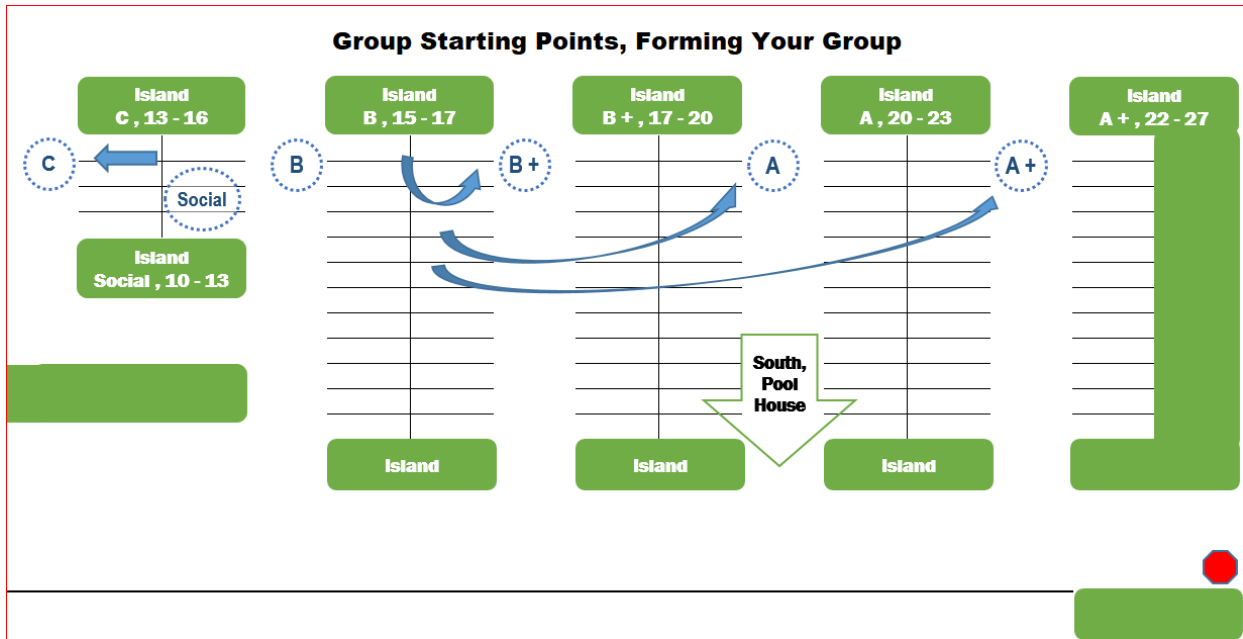
The Ride Director (or another club member temporarily assuming these duties) is to provide an organized and informative start to a Club main ride as follows:

1. **Begin announcements** on time by welcoming all club riders and particularly **returning** members & associates and **new visitors** to the day's ride;



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2. Ensure that all visiting riders have signed a **VISITOR AGREEMENT** for TVBC (liability waiver form) prior to commencing a club ride;
 3. **Make announcements** that may be of interest to all riders (be brief);
 4. **Ask if anyone else** has any **brief** announcements that may be of interest to all riders (be brief);
 5. **Review** a club **safety rule** from "THE VILLAGE BICYCLE CLUB SAFE RIDING RULES."

6. **Point out ride leaders** for each pace group. Possibly mention their destination if it is known at that time.
7. **Direct** all riders to each specific **group starting location** in the parking lot so Ride Leaders & Sweep can organize their pace group to start the ride.



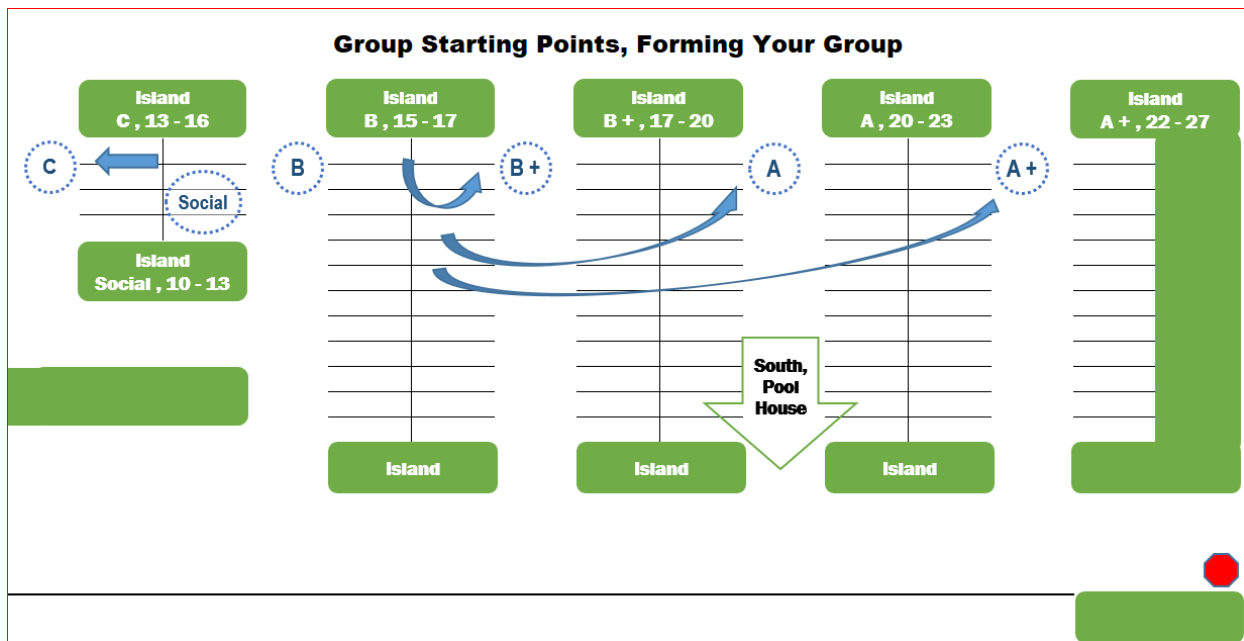
Ride Leader(s) & Sweep

The primary responsibility of the Ride Leader(s) & Sweep is to ensure a **safe** and **enjoyable** ride for their particular pace group. To help accomplish this objective, the Ride Leader(s) & Sweep should be prepared to lead a club ride by having a:

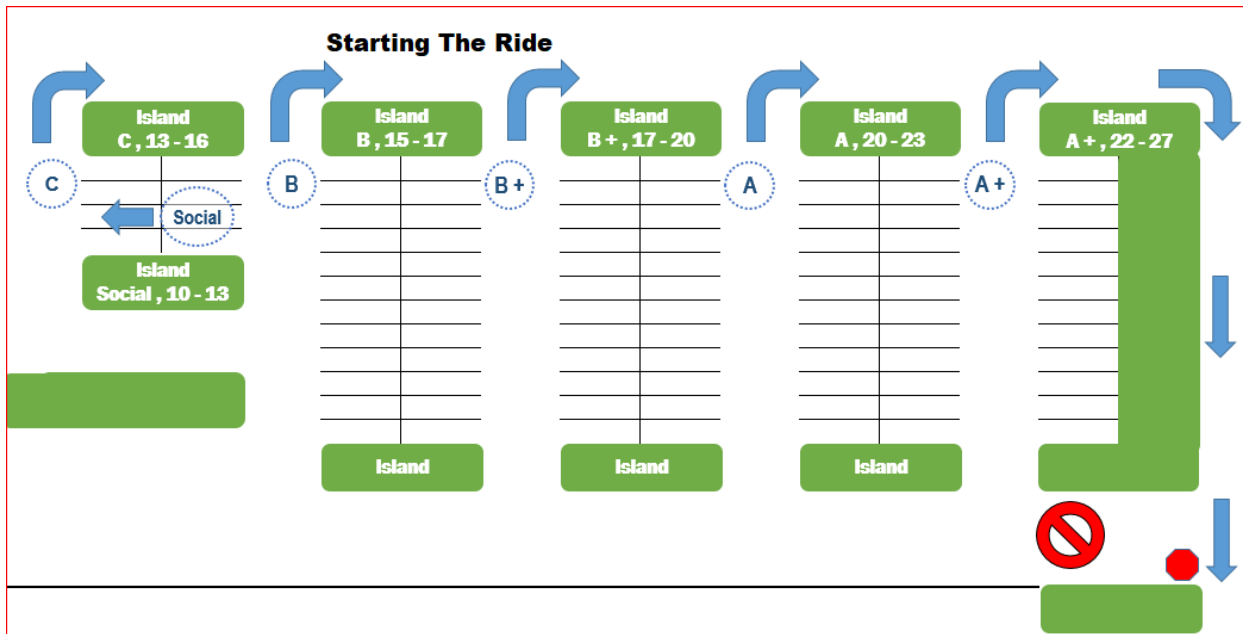
1. Thorough familiarity with the ride area/route or a route map;
2. Cell phone to call 911, in the event of an emergency;
3. Mirror.

Duties of the Ride Leader(s) & Sweep, after having met this initial preparation, are to:

1. After announcements, **go to the group start point** for your pace group and call others to gather around.



2. **Ensure** that all visiting riders have signed a **VISITOR AGREEMENT** for TVBC (liability waiver form) if not already performed by the Ride Director, prior to commencing a club ride;
3. **Announce** the **typical minimum & maximum ride speed**, approximate **distance in miles**, and a description of the route or **destination** for the midpoint break;
4. **Confirm** that all riders, especially visitors, can complete that **speed** and **distance** else **take charge** and place them with a more appropriate group for their benefit and the benefit of your group;
5. **Introduce** the other Ride Leaders/Sweep for the ride and describe how pulling, pacing, and sweeping will be rotated, shared, or maintained in this particular pace group;
6. **Review** any appropriate safety rules that may be particularly pertinent to the ride at hand;
7. **Remind** riders to pass comments/alerts initiated by the Ride Leader or the Sweep (or other riders) forward and back so that all ride members are alerted;
8. **Take a headcount** then **lead** your group onto the ride with gaps between your group and the next group. Note that the Ride Leader is always in charge of the ride regardless of who is pacing, pulling, or leading.



LARGE GROUPS: When the total number of riders in your pace group exceeds approximately **10 or more**, split the pace group into two smaller groups before leaving the parking lot. After leaving the parking lot, a **gap** of AT LEAST 50 feet (or better, 50 yards) should be maintained between groups/sections of riders. Identify the two Ride Leaders and two Sweeps before leaving the parking lot.

SLOW RIDERS: If, during a ride, a rider cannot keep up with the pace of the group, the Sweep should alert the Ride Leader accordingly. The Ride Leader should stop at the first convenient (safe) place and determine if the rider can continue with the group, be escorted back by one or two riders, or if the rider is able to leave the group and proceed on his/her own. With the rider's safety foremost in mind, the Ride Leader, Sweep, and the slow rider should determine the most practical solution to be followed.

UNSAFE RIDERS: If, during the course of the ride, a rider is found to be riding in an unsafe manner or riding contrary to the Club's "Safe Riding Rules," the Ride Leader and/or Sweep is responsible for discussing the issue with the offending rider. Remember ride leader is always in charge throughout the ride.

ACCIDENTS: If an accident should occur during the course of a ride, the accident should be reported to the Ride Director and/or other club officers.