



KCC Ride Captain/Leader

Definition of Terms

Ride Coordinator

The individual member of the club who has overall responsibility for a scheduled club ride. Ride Coordinators can also act as Ride Captains and Ride Leaders.

Sunday AM ride – Dermot Doyle

Sunday Afternoon/Wednesday Evening Road ride – Deb Smith

Sunday Afternoon Casual ride – Deb Craven

Monday - Trail ride – Andrew Staneland

Wednesday Evening Casual ride – Gunter Meyer

Thursday ride – Art Hornibrook/Deb Craven

Ride Captain

The club member who volunteers to organize a specific scheduled club ride. This person takes ownership of the ride, does the “Before ride” prep and kicks off the ride at the start. This person may act as Ride Leader for one of the ride groups.

Ride Leaders

The club member who is willing to lead a specific group of a scheduled ride and maintains the expectations of that ride (route, speed, supporting riders etc.)



The Role & Responsibilities of the Ride Captains & Leaders

1. Before the Ride

- Familiarize yourself with the ride route
- Check the condition of the route a day or 2 prior to the ride date
- Print off a couple of maps & have available (optional for most rides)
- If unable to be ride Captain, find a replacement for the ride and notify the ride coordinator

2. At the Start of the Ride

- Arrive early to check out the start location
- Familiarize yourself with the bathroom locations
- Gather up riders for pre-ride talk
- Identify the Ride Leaders for each group ride
 - a) Fast Long Route Riders
 - b) Not so Fast Long Route riders
 - c) Short route riders
- Identify try-out non-members at the ride (try-out rides only). They are required to complete a "Try-Out" waiver (available on the KCC website). Coordinators usually carry them to rides. Remind the non-member they are only able to participate once.
- If a non-member is visiting and is a OCA member, they are permitted to participate in our non-competitive club up to three times. They need to show their OCA card and personal identification but are not required to sign a waiver.
- Identify new members to the club and welcome them
- A head count needs to be done prior to ride
- Review the club's rule of following the HTA ensuring one foot down rule at all stops and red lights
- Review any pertinent items focused on rider safety

- Review the route, identifying any potential activity, road conditions to be aware of
- Ensure all riders have checked over their bikes for reliability/safety
- Update the riders about upcoming club activities (to be done by ride Coordinator)

3. Items to Have on a Ride

These are items that each ride leader or members of a specific group should carry.

- Cell phone
- Patch kit/spare tube
- Hand pump/CO2 pump
- Route map (hard copy or on a device)
- Lights
- 1st Aid kit

4. During the Ride:

- Groups should comprise of not more than 12-16 riders to enable manageability
 - In heavy traffic situations larger groups should be split into a maximum of 6 riders per group with an approximate 100m gap between groups to allow traffic to pass safely.
- If possible have a rider as a sweep for each group to ensure no rider lags behind (this position can be shared with another rider)
- If a rider is endangering themselves or other riders then they need to be spoken to. If the individual does not follow the ride leader's instructions, the incident needs to be reported to the club executive to take action and the Ride Leader can request the individual leaves the ride.
- Stops may be required with some groups in order to have a water/nutrition break and allow the riders to regroup
- If an accident occurs resulting in injuries and/or damage, the incident needs to be reported on the OCA report. (photos should be taken if possible). The ride coordinator and or Club Executive must be informed about the incident as soon as possible. For serious injuries 911 needs to be called. Assess injuries before attempting to move any injured rider

5. End of Ride

- Ensure all riders are accounted for
- Keep track of numbers of riders/scheduled ride