

## Ride Leaders' Guidelines

Dear Ride Leader,

Thank you for offering to take us out and show us some of your favorite roads. Without your effort, we would all be stuck in the basement on our trainers! Because we love road riding so much, and recognize what a big responsibility ride leadership is, we've prepared some guidelines for you to help make your task more manageable and the ride both safer and more enjoyable for everyone who comes out to play with you.

~ Please try to prepare a marked map or a cue sheet of your route for every rider. If you don't know how to do this, contact the VP of Touring. There are plenty of people in the club who are willing to help. Having a cue sheet allows you to stay at the front of the group, and helps the group stay together better. It also provides a way back to the start for those going off the front or back of the ride.

~ Try to ride or drive your route before your ride date to check for road construction or changed road conditions.

~ If you are unable to lead your ride for any reason, it is your responsibility to find a replacement leader.

~ Arrive at the starting point *at least* 15 minutes early.

~ Introduce yourself as the Ride Leader to any riders you don't know. You are our best membership recruiter here, so please make sure they feel welcomed.

**~ Make sure that every rider signs the *Release and Waiver of Liability, Assumption of Risk and Indemnity and Parental consent Agreement* (AKA the Ride Sheet). If a rider is a minor (under age 18 at the time of the ride), have their parent or legal guardian sign the Minor Release portion of the Ride Sheet for them. Juniors (members under age 18) must be accompanied by a responsible adult member to ride.**

~ If anyone chooses not to wear an approved bicycling helmet or a non-club member elects to not sign the Ride Sheet, it is your responsibility to inform them that, while we can't prevent them from riding the roads or following the ride, they are not a part of this particular LWA ride and may not have a cue sheet.

~ If you have them, distribute cue sheets to every rider and do a head-count so you can keep track of how many riders are in your group.

~ Take a moment to review your route with the group to point out any stops, confusing turns and or known road hazards along with any points of interest they should be watching for. It's a good idea to also review hand signals and to remind people to be verbal when signaling slowing or stopping.

~ If a ride has been listed as one where riders will not be dropped, be sure that you or your co-leader sweep for slower riders. Make sure that everyone finishes the ride safely or informs you of alternate plans. Keep in mind that you are not responsible for any riders that go off the front of the ride, but you are responsible for all riders behind you.

~ In case you have to cancel the ride due to weather, please go to the starting point to inform anyone who might show up.

~ Some practical tips from experienced ride leaders:

~ Bring your ride in at the speed you posted. Don't get caught up in a race for the front when you have riders falling off the back.

~ On hilly rides, regroup at the top of the hill instead of the bottom.

**~ Carry a cell phone if possible, and include your cell phone number on the cue sheet.**

**~ Carry the sign-in sheet with you.**