

## Wednesday Night Ride Leader Guidelines

Thank you for volunteering to lead a Wednesday Night Ride. Please use these suggestions for making everyone's ride enjoyable and safe.

### Choose the Route

- Plan a route which you feel is safe and appropriate. Consider amount of traffic, difficult intersections, road surfaces and distances.
- Ride the route ahead of time looking for potential problems - conditions change.
- Create a map and/or cue sheet of the route.
- There are a few routes with maps on our website at <http://wascanafreewheeler.ca/rides-tours2/ride-maps/>. Feel free to use and or modify these. If you create another route consider encouraging new leaders by sharing your map/cue sheet on the website.

### Invite a Co-Leader

- Most Wednesday night rides need a co-leader because the Freewheelers divide riders into groups when the number of cyclists is more than 12.
- As soon as you have established the route invite a co-leader who will lead the second group.
- Invite the co-leader to pre-ride the route with you, or if that is not possible, make sure they have the map/cue sheet in time to do so on their own.
- Be aware that some experienced leaders will decline to co-lead if they have not had time to prepare.

### Wednesday Night

- Arrive early in time to “meet and greet” riders and pass around the sign-in sheet.
- Ensure that everyone is a member of the Freewheelers or other club affiliated with the Saskatchewan Cycling Association. Ask non-members to complete the Canadian Cycling Association/Saskatchewan Cycling Association Waiver form. If they decide to ride again with the club they must sign up as a member by either going on to the Saskatchewan Cycling Association website or Wascana Freewheelers website following the directions on how to become a member or they can call the Saskatchewan Cycling Association office at 306 780 9299, 2205 Victoria Avenue, Regina if they do not have internet access.
- Introduce your co-leader. Find volunteers to ride as “sweep” at the end of each group.
- Establish the number of riders for each group. Groups could be divided by speed, experience, etc.. or divided randomly.
- Announce the general route plan and the final ice cream/coffee stop.
- If the group is split by a traffic light or gets too spread out, stop and regroup in a safe place.

- Look for new riders who may need encouragement or assistance. You may decide to ask a veteran to “watch over” an insecure rider. We want everyone to have a good ride and come back for more.
- Make sure new riders are comfortable returning to the legislative building or where ever they are heading after the coffee/ice cream stop, especially if it is dark. Perhaps another rider is going their way and can accompany them.
- Enforce the SCA requirement of wearing an approved helmet.
- Checking for low tires can really help someone enjoy their ride. Also take note of any bikes which may pose a safety hazard to their riders or others and work to rectify the situation or at least point out to the owner the possible need for repair.
- In case of inclement weather, check with Environment Canada for a Weather Warning which would cancel the ride.
- Model safe riding.

### **After the Ride**

- Email the tour coordinator with the following information: date of the ride, number of riders, distance, brief route description, weather and any other comments. This information is compiled by the Tour Coordinator and is used in a report to Saskatchewan Cycling Association and for the AGM. To view reports go to <http://wascanafreewheelers.ca/about/agm-docs>.
- Give yourself a pat on the back for volunteering for this important role. Without volunteer leaders there would be no rides.

### **Ride Leader Package**

- Ride Leaders will receive a Ride Leader Package at the beginning of the season. This package contains a few cycling waiver forms, “Tips for Wednesday Night Riders” pamphlets, a copy of these guidelines, “Incident Report” and sign in sheet. All of these documents may also be downloaded from our website under Ride Guidelines at <http://wascanafreewheelers.ca/about/bylaws>.