



Chaingang Co-ordinator Checklist

Pre-ride (2/3 days before)

- ✓ Create a weekly post on club FB site and include;
 - Brief explanation - what is Chaingang?
 - Reminder of Chaingang time and meet locations.
 - Link to the Chaingang webpage to remind riders what to expect:
<https://www.bc-clubs.co.uk/ystwythcc/index.php/club-rides/chaingang/>

Pre -ride (1 day before)

- ✓ Check to see if any roadworks/road closures
- ✓ Publish a link to weather forecast.
- ✓ Advise of likely weather and any further advice of appropriate gear and clothing.
- ✓ Have alternative routes in mind to modify/shorten if necessary.
- ✓ Print spare copies of Rider Information/Parental Consent Form (available on our website) to bring on ride (with pen!)
- ✓ Ensure you have plenty of Ride Co-ordinator/ICE cards to hand out.
- ✓ Check and pack First Aid kit (if trained to administer).

Pre-ride briefing

- ✓ Welcome new riders
- ✓ Hand out the Ystwyth Ride Co-ordinator cards with your mobile number on.
- ✓ Remind everyone to carry the Ride Co-ordinator cards and fill in Emergency contact name/number.
- ✓ Note to let the Ride Co-ordinator know of any medical conditions – Rider Information/Parental Consent Form available on website/printed copies available on the day.
- ✓ Summary of verbal and hand signals used on the ride e.g. Parked cars (sweep hand behind), holes in road (point), car back (keep tight/single file) etc.
- ✓ Remind about stopping group rotation in busy areas and ensure single file where necessary to aid cars trying to pass.
- ✓ Remind riders that the train likely to be crossing around 18:45 (just beyond boatyard and be prepared to slow and stop).
- ✓ Ensure any 14-17 year olds on ride have a completed Rider Information/Parental consent form. Check you have access to the Parental Consent Form on Dropbox if a form has

previously been completed. If not, another form will have to be completed for the young rider and kept with the Co-ordinator for the ride duration.

- ✓ Ask for any riders to let you know if they do not plan to return to finish point.
- ✓ Explain where the circuit finish point is.
- ✓ Explain that if any riders are unable to keep with their pace group, to continue to the end of the circuit.
- ✓ What to do when another groups passes?
 - The passing group:* verbally communicate that they are passing on 'your right' and stay in single file.
 - Group being passed:* keep tight and single file where possible until the faster group have passed by.

Starting the Chaingang

- ✓ Divide everyone into small groups of 4 or 5 riders of similar ability ensuring where possible any new riders have at least one experienced rider in their group.
- ✓ Set off the groups in speed order (faster groups first).
- ✓ Ensure a sufficient time gap between groups.
- ✓ Encourage/remind riders to keep to small groups and if larger groups form to hold back a few seconds to divide back into smaller groups again.

During Chaingang

- ✓ Carry first aid kit (if training has been given)
- ✓ Carry a mobile phone
- ✓ Carry contact details of riders aged 14-17 and any rider disclosed medical conditions.

Post Chaingang Ride

- ✓ Ensure all riders have returned to agreed finish point.
- ✓ Scan and send any completed Rider Information/Parental Consent Form to Chris to add to Ride Co-ordinator's Dropbox
- ✓ Note any feedback and review for the next ride.