



## 1. Introduction

Following requests from ride leaders, coaches and other volunteers (collectively called volunteers for the rest of this document) the ERC committee has recognised the need for a participation policy for young people taking part in ERC organised activities.

This policy does not apply to **sporting competition** which is covered by the regulations of the relevant governing bodies. It is particularly aimed at events such as **club runs, coaching sessions** etc

A complete code of good practise "Policy and Procedures for the Protection of Children and Vulnerable Adults" has been written by British Cycling, the governing body for cycle sport in the UK (available on the BC website) and will apply to all ERC cycle events including young people.

However the code is general in nature and this document sets out an ERC Youth Policy that specifies how young people can participate in our activities. The policies below have been created not to stop children participating, but to give a framework to support both them and volunteers.

Nothing is as successful in encouraging children to take part in sport as encouragement, a welcoming environment and a common sense implementation of guidance, not a rigid enforcement of rules. It is hoped this policy will be implemented in this spirit.

As already defined in the BC publication "Policy and Procedures for the Protection of Children and Vulnerable Adults"

- Anyone under the age of 18 is considered to be a child/young person.
- All policies and procedures described refer to vulnerable adults as well as children.
- The term parent is used as a generic term to represent parents, carers and guardians

## 2. Welcoming young people

Many volunteers are concerned by the prospect of unaccompanied young people on their rides, especially the risk that they may not be able to keep up. There are also concerns about potential liability.

This guide sets out a set of commonsense rules which should make it easier for volunteers to cater for **unaccompanied** young people without fear of liability.

## 3. Participation by young people in 'open age' activities.

These are in principle open activities for all ages and therefore should aspire to general aspects of good practice, any attendee has a right to expect a quality, well run, supportive experience regardless of age. This includes the **ERC regular weekly and monthly rides**.

Activities that are supportive, well run, apply common sense and have the best interests of the participant at heart are unlikely to attract complaints, let alone claims.

However it must be recognised by volunteers, participants and their parents that these rides are public events for all ages and the duty of care that can be provided by the volunteer is only at a level of good practice for all ages. Child protection procedures are therefore only advisory and represent good practice. Volunteers organising activities which have regular child participation, even if accompanied by parents, are encouraged to familiarise themselves with "Policy and Procedures for the Protection of Children and Vulnerable Adults"

In detail :

1. a young person **under 13** may participate in an ERC open age activity only if a current member of ERC and **accompanied by a parent**.
2. a young person **aged from 13 to 17** may participate in an ERC open age activity only if a current member of ERC and either :
  - a. accompanied by a parent
  - b. accompanied by a responsible adult acting in loco parentis who produces a signed ERC parental consent form (copy on page 3 below)
  - c. unaccompanied but produces a signed ERC parental consent form (copy on page 3 below)
  - d. unaccompanied but has 'blanket' parental permission through the ERC Young Person Membership form (see Note 2 below)

**Note 1** : For a young person to be a member of ERC his/her parent must have completed an ERC Young Person's Membership form (copy below); **online membership through Entry Central is not sufficient.**

**Note 2** : Parents can give blanket permission for their son/daughter to attend a series of club activities through the **ERC Young Person Membership Form** (copy below).

#### **4. Participation in activities specifically organised for young people**

An activity specifically organised for young people where the volunteer takes a duty of care over minors clearly fall within the scope of the Children's Act and the volunteer should :

- complete a Scottish Cycling 'Self Declaration Form' (copy available on BC website)
- receive child protection awareness training
- have a criminal records check ie Disclosure (can be arranged through Scottish Cycling)

The self declaration form provided by Scottish Cycling is the first stage of a records checking process and must be completed by the volunteer. This gives permission for SC to obtain the necessary checks as required, and provides the initial information needed to accept an activity provider.

All volunteers involved in running the activity should make themselves fully aware of the provisions of "Policy and Procedures for the Protection of Children and Vulnerable Adults". (Appendix X)

- Young people attending this type of activity would need to be ERC members and have parental permission. (see Note 2 above)

Cliff White

(August 2006)

# ERC Young Person Membership Form



This form should be completed by the parent/guardian of anyone under 18 years of age wishing to join Edinburgh RC and returned to our Registrar at the address below :

**Young Person's details :**

Surname ..... Forename ..... Date of Birth.....

Address..... Post Code .....

Telephone number (preferably mobile) that an Activity Leader can call if the need arises.....

**It is important that any Activity Leader has relevant medical details, hence the questions below :**

1. Is your son /daughter diabetic or asthmatic? **Yes/No\*** If yes, give details .....
2. Is your child taking any medication at present (including inhalers)? **Yes/No\*** If yes, give details .....
3. Has your child received a tetanus injection in the last five years? **Yes / No\***
4. Give full details of any recent illness or injury that might affect your child's participation .....
5. Does your child suffer from any condition requiring medical treatment **Yes / No\*** If yes, give details .....

Having read the ERC Youth Policy below are you willing to give blanket consent to your son/daughter (if over 13 years of age) to take part in club runs and coached sessions for the duration of this year's membership? <p style="text-align: right;"><b>Yes / No*</b></p>
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Finally :

- I will ensure his/her bike is in a **safe and roadworthy condition**.
- I shall undertake to inform the Activity Leader in the event of any change in medical fitness.
- I understand all activities are covered by Public Liability Insurance but that there is no insurance for personal accident.

**Date..... Signed by Parent / Legal Guardian.....**

Please return this form to : Graham Jones, 244 Guardwell Crescent, Edinburgh, EH17 7SJ

\* delete as appropriate

## Information Sheet for Parents about ERC bike runs suitable for Young People

The information below should give you some idea of the activities we organise for novices and how to prepare for them. More detail can be found on our website at [www.edinburghrc.co.uk](http://www.edinburghrc.co.uk), particularly the FAQ page. If there is anything else you wish to know please email [erc@edinburghrc.co.uk](mailto:erc@edinburghrc.co.uk)

**0950 Saturday Road Run** - an introductory run for riders interested in joining ERC and new to group riding. Note that this is not a "novice" run as such, as some cycling experience is required. If you can ride for around 2 hours (speed is not that important) then you should be fine on this run. There is a leader (contact details on the 'What's On' page of the ERC website) who will make sure that everyone stays together, so don't worry about being left behind at any point. The main purpose of this run is to help you get used to riding close to other cyclists and to develop group riding skills such as being able to "hold a wheel" (i.e. stay in the slipstream of the rider in front of you) and ride in a chaingang (see FAQ page). You'll be amazed at how much faster you can travel in a group once you develop these skills. The run is usually around 35+ miles on the highways and byways of East Lothian. Average speed varies but is generally around the 14mph mark.

**10 am Saturday Off Road Pentlands ride** - meets at 10am on the corner of Westgarth Avenue and Colinton Road. This is usually a 3 hour ride at a steady pace and will travel at the pace of the slowest.

**10 am Sunday Road Run** - will average 17+ mph and is usually formed of riders training to race or reasonably fit recreational cyclists. Also self supporting. Distance varies according to the season but is usually 60 – 80 miles.

### **Kit List for Road Runs :**

- At least one, but preferably two, spare inner tubes.
- A working pump
- Puncture repair kit - for those awful days when two tubes aren't enough.
- Tyre levers – 2/3
- A multi tool – to adjust gears etc
- Other optional tools eg chain breaker
- Even in winter hydration is important so each rider should carry a water bottle.
- Personal first aid - plasters, antiseptic wipes etc
- Money – for the cafe stop
- Although groups often have a cafe stop it's a good idea to carry some spare food eg energy bars, bananas etc
- Scottish weather is unpredictable all the year round so it's always advisable to carry a waterproof cycling jacket

### **Kit List for the Off Road runs :**

It's often true that people carry more emergency gear for their bikes than for themselves. As a minimum you should have

- Helmet (essential). There's probably more regular riders in the offroad section who have landed on their head at some point than haven't (which explains a lot to be fair). It just makes so much sense.
- Water. Rucksack hydration packs (e.g. Camelbaks) are increasingly popular and give space to carry other bits and bobs, otherwise use frame-mounted water bottles.
- Food. Depending on the ride, anything from a few cereal bars and jelly babies to sandwiches and enough food for a whole day. It's unusual to have a café stop on offroad rides so carry sufficient food for the ride and a bit extra "just in case".
- Personal first aid - plasters, antiseptic wipes etc.
- Spare clothing. As a minimum a warm layer and waterproof, and more for rides into remote areas and winter rides, e.g. leggings, fleece, spare gloves, armwarmers and legwarmers. Again tailor your extra kit to the ride you're undertaking. If in doubt, ask the ride organiser what they think you'll need.

The club rides are best tackled on a reasonable quality mountain bike with knobby tyres and a wide range of gears. It's far from essential to spend a fortune but front suspension and decent brakes will be a definite advantage on most rides.

While punctures and mechanicals can happen to everyone, a bit of preparation and TLC to the bike will go a long way to minimising them, so:

- make sure your bike is safe – check wheels, rims, steering and suspension are working properly and ensure that nothing is loose or liable to fall off.
- Keep your drivetrain clean and well lubed. This will help the gears work properly and make everything last that little bit longer.
- Check your tyres and their pressures. Tyres that are too hard or badly worn won't grip well while and those that are too soft or cut/ damaged will puncture easily. Make sure you know how to fix a puncture and have the kit to do so – pump, patches, tyre levers and at least one (but preferably two) inner tubes.
- Check brake pads regularly and consider carrying spares, especially for V-brakes. In extreme conditions even disc pads can wear out in a very short period of time.
- Crudcatcher-style mudguards that mount to the seatpost and downtube to keep the worst of the mud off without clogging.
- Carry a multitool with a chain splitter and any spares you may need, such as brake pads, rear mech hanger, powerlinks and so on.