**Barrie Cycling Club (BCC) – Risk Management Plan**

**Reviewed January 2024**

**General:**

• Every member is expected to have read and understood the policies and procedures prior to participating in any Barrie Cycling Club Sanctioned ride. If a member does not understand any of the policies and procedures then they should seek clarification from a member of the Board of Directors.

• All members of the Barrie Cycling Club are responsible for bringing forward to the Barrie Cycling Club Board of Directors any safety issues related to BCC rides which present themselves throughout the riding season.

• While on Barrie Cycling Club Rides, all BCC members must adhere to and obey all rules of the road as per the Provincial Highway Traffic Acts.

• Any Barrie Cycling Club member on a BCC Ride should immediately advise the ride leader(s) should the member feel the group or individuals in the group are riding in an unsafe manner. The member should advise the Ride Leader.

•   All participants of the Barrie Cycling Club Rides must provide proof of membership in good standing prior to each ride, if requested by the ride coordinator. Ontario Cycling will issue membership cards electronically in PDF format which can be saved to a smartphone. If an ineligible rider insists on participating even after being asked not to, then the BCC Ride may proceed, however, the ride coordinator shall advise the ineligible rider, with a witness present, that he or she is ineligible and is not covered by any CLUB insurance and is responsible for all his/ her actions.

• Each Barrie Cycling Club Ride participant will conduct themselves in a responsible manner and retain liability for their own actions.

**Ride Leaders:**

• Ride leaders will be appointed by the BCC Board for each BCC Ride. Each ride leader will identify himself/herself to the group so that everyone is aware of who is coordinating the ride. The ride leader will describe the general ride route, and may provide a brief safety tip at the commencement of the ride. Each individual group on a BCC Ride may not have a leader.

• The ride leader(s) has the final decision on all matters pertaining to the BCC Ride and his/her decisions must be respected by all participants. The rider coordinator may appoint a designate should the usual ride leader be unable to attend a BCC Ride.

• Ride leaders will carry cell phones for emergency use on all BCC Rides and, from time to time, will remind riders to carry their own cell phones on BCC Rides. Riders should immediately call 911 in the event of an emergency.

**Emergency Response Check List for BCC Members:**

• Determine if all involved are responsive,

• Determine if 911 is required (Police, Fire, Ambulance), check helmets for damage (cracked, impacted) to determine if there is head trauma,

• Make sure scene is safe from traffic, create roadblock, if necessary,

 • Stay coordinated, calm and collected,

• Check airway, breathing and circulation functions,

• Complete first aid as necessary,

• Keep victims warm and comfortable,

• Make access for emergency vehicles as required,

• Photograph scene, if possible,

• Determine emergency contact person and contact, delegate this task, if possible,

• Ask witnesses for statements, or arrange to get at a later date, get names and phone numbers.

**Safety and Rides:**

• Bicycle helmets must be worn at all times while participating in any BCC ride and other protective equipment is strongly encouraged (e.g., gloves, eye wear).

• Red rear lights are required during any BCC ride.  Front white lights are recommended.

• Aero bars are very unsafe in a group setting and are therefore not permitted. They must be removed from the bicycle before arriving at the meeting place for all group rides. Aero bars may be used for BCC Individual Time Trials.

• BCC members are responsible for ensuring they are sufficiently fit for their desired activity.

• BCC Rides on roads will be planned to use lesser- travelled roads where possible and practical.

• BCC Rides will not run if lightning is present and will be cancelled if lightning is sighted.   (See Weather Policy)

• When a large number of riders come out for any given BCC ride, the riders will be encouraged by the ride leader to break into smaller groups. A size of approximately 12 is a reasonable group. Groups should be at least 100 metres apart on the road to allow other vehicles to pass safely in two manoeuvres.

• Formation: Cyclists will quickly form into tight single file or double file formation, according to traffic conditions or upon the advice of the ride leader. The default formation is always double file, but if conditions are unsafe for this, single file is used. BCC ride will follow a social or rotating pace-line formation.

• Riders must not be left behind during a BCC Ride unless they first confirm with the ride leader(s) that they are detaching from the group; all members of the BCC are responsible for ensuring they properly notify the ride leader(s) if they are detaching from the group. There are two exceptions to this rule: 1) the A Group (fastest) on the Tuesday night rides where members know in advance that they may be dropped if they cannot keep up with the pace. Often the cyclist who is dropped can join the B Group who is riding the route; 2) The A and B groups usually pick up the pace, the last 3-5 kilometres coming back into town along Ridge Road and on the 5-6 finish. Riders may be dropped at this point, but the ride leader will check to ensure all riders have completed the route by waiting at the end gathering spot.

• BCC members are responsible for ensuring that their bicycle is in good working order before attending each BCC Ride.

• BCC members are responsible for bringing sufficient liquids and food, as required, for each BCC Ride, as well as appropriate tools/ spare tubes, etc.

• BCC members are not to be under the influence of any drug or beverage product that could impair their riding judgement while on a BCC Ride.

• Any and every accident on a BCC Ride shall be immediately reported to a BCC Board member to be reported to the Provincial Cycling Association through the proper reporting procedures and forms provided by BCC. The list of Board members can be found on the BCC website.

• Visiting Non-BCC club riders, registered with Ontario Cycling with another club, need to contact the club 48 hours in advance of coming to a ride. They must show their OC Membership card/smartphone PDF to the Ride Leader Coordinator. These riders are permitted to join our rides 2 times for free before the must join the BCC.

• For Non-OC members wishing to try out a BCC Ride they must contact the club ( [www.barriecyclingclub.com](http://www.barriecyclingclub.com)) and select one of two options:

1) Wednesday Try-out: Learn to Group Ride evenings (see website details “Try out the Club” [www.barriecyclingclub.com](http://www.barriecyclingclub.com) and register with Ontario Cycling link to complete the OC participant waiver form: (<https://ontariocycling.org/clubs-teams/>).  Once on this page, click on the “**Club Try-Out Participant**” button and complete the form. Individuals will be asked to provide basic information and complete the waiver and concussion resource form during the online process and then be instructed to provide a copy of their confirmation to the hosting club (BCC). Individual applicants for club try-outs will need to provide their information to the BCC and go through all club related safety protocols.

 2) Ontario Cycling Day Pass- An Ontario Cycling Day Pass can be purchased ($20 Adults, $15 youth) in advance of a BCC ride. To register for this, visit the OC Clubs & Teams page and then click on the “**OC Club Day Pass**” button, which will bring you to CCN Bikes to purchase the Pass. Note you will need to identify the date you plan to ride with the club as the pass is only valid for one ride during a 72 hour period. Prior notification is required (carolkbcc@gmail.com, todonnell396@hotmail.com, trevor.a.wilcox@hotmail.com ) and all non-members participating in the program are asked to bring proof of their OC Day Pass and any emergency medical information and health card.

Note:  If you decide to join the club after the ride, contact the OC and they will credit your Day Pass purchase towards an annual membership.

**Skills Development:**

• The BCC encourages all riders to be comfortable and proficient with group riding before joining a BCC ride.

• To support group rider skill development, the BCC provides a Wednesday night “Learn to Group Ride” weekly ride.

• New or novice members *must* participate in a “Learn to Group Ride” program on Wednesday nights before participating in more challenging or technically advanced rides.

**Waivers:**

a. All BCC members must complete the Provincial/Cycling Canada waiver prior to obtaining membership. This must be done through the Ontario Cycling ([www.ontariocycling.org](http://www.ontariocycling.org) ) provincial membership registration site (ccnbikes.com).

c. BCC members under the age of 18 when joining the club must have a parent or legal guardian (18 years or older) complete the waivers through the Ontario Cycling website (see BCC Young Cyclist Policy)

d. Waivers will be stored at the Provincial OC office for a minimum of 7 years, to ensure that they can be accessed if legal action is taken against the Barrie Cycling Club. Waivers are crucial in defending the BCC and the Provincial Association and CC during litigation.

e. Failure to submit waivers upon registration from all members of the Barrie Cycling Club will place the BCC’s insurance coverage at risk.

**Insurance**

BCC annually registers with Ontario Cycling (OC), thus obtaining General Liability Insurance coverage for the organization for sanctioned activities and events. General Liability Insurance is designed to protect a person (member) or any entity (Club, Team, Ontario Cycling, Canadian Cycling) against any legal responsibility arising out of a negligent act or failure to act as a prudent person would have acted, which results in bodily injury or property damage to another party.

Membership with BCC is conditional upon all members purchasing an Ontario Cycling membership for that cycling season. With OC membership, a member has access to individual General Liability Insurance coverage and, depending on the level of membership, Sport Accident Medical Benefits coverage while participating in sanctioned activities. Sport Accident coverage provides these members an opportunity to have some medical expenses covered as a result of an injury sustained during a sanctioned activity or event. This program is secondary to Provincial Health Care Program coverage and any existing benefit program coverage of the member. Common expenses can include physiotherapy, dental coverage or coverage for other medical costs. Members should familiarize themselves with the terms of the insurance coverage, and can obtain more details at the OC website.

For anyone needing additional coverage, you can also purchase additional Personal Sport Accident Medical Benefits coverage when obtaining your OC membership. There are two options: Personal Training or Anytime-on-Bike (which includes using your bike for commuting purposes). This additional coverage does NOT cover liability.