

## **LOUGHBOROUGH STUDENTS' CYCLING CLUB**

### **Code of Practice 2011 – 2012**

Cycling can be a dangerous sport if not done correctly, therefore:

#### **PLEASE READ AND FOLLOW THE INFORMATION BELOW CAREFULLY.**

On purchasing your membership to the above club, via the LSU website, you accept the terms and conditions as laid down by LSU, the Athletic Union and the club. These can be found on <http://www.lufbra.net/au/> on the club's page.

The Athletic Union will offer a full refund to anyone who applies for it before the 31<sup>st</sup> of October of the same year the membership was purchased, provided a valid reason is given for wanting to leave the club. No refunds will be offered after this date, apart from in exceptional circumstances.

- You are reminded that you are solely responsible your conduct when representing the club at home or away fixtures, trips and training sessions.
- When travelling on provided transport ie minibuses, coaches, cars - **no alcohol** is permitted to be carried onto/consumed on board at any time – please note that the driver has the right to refuse to carry any individual in contravention of this.

Any breach of conduct will be looked upon seriously and could result in expulsion from the Athletic Union club and Loughborough Students' Union. **Help us to maintain Loughborough's good name at all times!**

#### **UNIVERSITY FACILITIES**

When using University facilities, all members must abide by the rules and regulations as set down by the Sports Development Centre (copies held by the club committee and the Athletic Union)

#### **GENERAL**

The club affiliates to British Cycling and RTTC (Road Time Trials) and adheres to the guidelines as laid down by these.

#### **GOVERNING BODY**

<http://www.britishcycling.org.uk/>  
<http://www.rttc.org.uk/>

#### **TRAINING**

- Bikes should be in a road-worthy condition before attempting to participate in any club training session. Club members are responsible for their own bikes and any spares required.
- Bikes must be fitted with lights.
- Riders are expected to participate at their right level of fitness and the club committee will define which training groups they will join.
- Bright and suitably protective clothing should be worn on all training sessions.
- A lightweight waterproof jacket to be carried on all rides.
- It is compulsory for all members to wear helmets that comply to relevant ANSI SNELL and BSI standards on training rides and whilst competing.
- It is recommended that members purchase cycling shoes.
- The Highway Code must be followed whenever cycling on public highways.
- Members are responsible for their own actions and must show a duty of care to others cyclists with the group.

- Mountain bikers should observe the country code when riding off of the road.
- When racing, members should ensure that they follow the guidelines set down by the relevant governing body. For example the BCF, RTTC, BCCA and BMB.
- Bikes **MUST NOT** be ridden inside whilst participating in club turbo sessions and **MUST NOT** be brought inside during circuit sessions.
- Riders participating in trials or downhill riding should wear appropriate body protection.
- The club owns 4 track bikes which are available for members' use for training and competing. These are checked and maintained by the club's Kit Secretary.
- Any damages or faults to these bikes, must be reported to the club committee and Kit Secretary and not used until repaired.
- Track riders are instructed by qualified coaches at the appropriate velodrome each time visited, before any activity can take place.
- Rollers, turbo trainers and night riding lights and bikes are available for members to sign out from the Kit Secretary, who again is responsible for their upkeep.

### **WEDNESDAY RIDING**

All members meet at Stanford on Soar church car park (Loughborough town limits) at 1.45 pm and ride to Harby during the first semester and further afield to Belvoir (when the clocks go back in the autumn) – these are led by a club committee member or designated senior member.

- All riders are briefed on the route before setting out and must follow any instructions given.
- Spares must be carried, minimum of two inner tubes, pump, multi tool.
- Drinks must also be carried for re-hydration.

### **WEEKEND RIDING**

All members meet at 9.00 am at Hazlerigg Fountain on campus – please be aware not to block the road to other users.

- All riders are briefed on the route before setting out and must follow any instructions given.
- Spares must be carried, minimum of two inner tubes, pump, multi tool.
- Drinks must also be carried for re-hydration

### **FIRST AID**

- Medibags are provided for club use (one for each team) – these must be taken to all training sessions and matches/tournaments etc, both home and away – the club's committee to distribute.
- Members are encouraged to take the first aid course run by the Sports Development Centre.

### **ACCIDENT REPORTING**

The club must ensure that at every training session/match (both home or away) and at any other club related activity it appoints one of its members involved in the activity on the day who will be responsible for:

- (a) Making sure that those present (including any opposition) are aware of emergency procedures for that activity
- (b) Being responsible for implementing those procedures (see below) for anyone present at that session should an accident/injury arise
- (c) When at an 'away' event, and before the start, to familiarize himself/herself with the emergency procedures at the venue.

- (d) Should an accident/dangerous occurrence (near miss) happen, then the appointed person must ensure that an **LSU ACCIDENT FORM** is completed as soon as possible and returned to Loughborough Students' Athletic Union within 24 hours of the accident occurring.

Copies of this form are to be found inside the club's medibag and also in the holder outside the Athletic Union door.

- (e) If the accident is serious and requires A & E hospital treatment, then the Athletic Union President should be immediately notified (01509 635054). If he/she does not reply, then Loughborough University Security must be informed (01509 222141)
- (f) Also, if on university campus, the accident must be reported to the duty member of staff for that facility.

**Please read the following information carefully, and if you are unclear about these procedures, then please call into the Athletic Union.**

**WEDNESDAYS AND SATURDAYS – OCTOBER UNTIL MARCH**  
**PARAMEDIC COVER provided by Athletic Union**

Paramedic situated outside the Rubbercrumb pitch– vehicle well marked with logo on sides and blue light on roof; is on duty from start of first AU fixture and until end of last AU fixture.

**WHEN TO CALL PARAMEDIC**

- Any head or neck injuries or loss of consciousness - **CALL IMMEDIATELY - ON NO ACCOUNT MOVE INJURED PERSON** from pitch/area until Paramedic arrives
- Any difficulty in breathing or any form of chest pain
- Any wound other than a graze

**HOW TO CONTACT PARAMEDIC**

The appointed person to have access to a mobile telephone/is aware of nearest campus telephone and follows procedure as below:

Phone SECURITY 01509 222141

Ask for Paramedic to be dispatched - state which team/club; where injured person is; brief description of injury

**AT ALL OTHER TIMES WHEN PARAMEDIC COVER IS NOT PRESENT – the following procedures apply:**

- (a) **Dial (9) 999 for the EMERGENCY SERVICES** – please note that the red emergency phones can be used to dial the emergency (9) 999 number. Please see the list below for emergency phone locations
- (b) **Inform Security** that ambulance is on its way and give them your location/building. Please dial 888 If using any internal university phone (including red phone) or 0800 526966 if using any other phone
- (c) **Inform the Duty Staff** who run the facility (see below) of location/building and nature of incident, who will then complete the University accident report sheet.
- (d) The club is required to complete the **LSU Accident Report Form (as (d) above)**
- (e) For all other first aid occurrences please contact the Duty Staff in charge of that Facility.

**Location of Facilities' Emergency Internal Telephones**

Athletics Pavilion	Side of counter (white phone)
Dance Studio	Corridor (white phone)
Dan Maskell Tennis Centre	Foyer (white phone)
EHB Squash Courts	Near Recreation Assistant's office (maroon phone)
EIS Pool	Reception (duty person or lifeguard)
HIPAC	Entrance Foyer (maroon phone)
Hockey Pavilion	Middle door entrance (maroon phone)
National Cricket Centre	Main entrance foyer on right hand wall (maroon phone)
Netball/Badminton Centre	Main foyer (white phone)

New Sports Hall  
Performance Enhancement Centre  
Taekwondo Centre  
Victory Hall

Foyer (maroon phone)  
PEC Sports Reception (duty person)  
PEC Sports Reception (duty person)  
Foyer (maroon phone)

For other campus areas/pitches, telephone Duty Staff:

ASHBY UNIT  
07818 625839

Brockington (cricket)  
Cayley 1  
EHB Sporturf  
Waterbase Hockey Pitch

EPINAL UNIT  
07518 034822

Brockington Pitch (lacrosse, football, cricket nets)  
Hazlerigg Tennis Courts  
Holywell  
1<sup>st</sup> XV  
Paddock  
Rubbercrumb  
Towers Pitch

FOREST UNIT  
07788 646130

Badminton/Netball Centre  
Dan Maskell Tennis Centre  
LTA (outside courts)  
Towers (tennis courts)

SECURITY GATEHOUSE  
**01509 222141**

Ryan Maclachlan/Ann Wilson 6 June 2011