British Masters Cycle Racing
Guidelines for Road Race Organisers

Revised November 2022 (changes since 2021 <mark>highlighted</mark>)
(These guidelines do not supersede the current Rules of Racing on the BMCR website)

Introduction

Race organizers are the unsung heroes of any sport and particularly so with the BMCR – they are highly valued and appreciated by the BMCR National Executive and the members. Unlike many organizations the BMCR is primarily reliant on voluntary self-regulation. These guidelines are prepared with a view to maintaining that state of affairs and avoiding stronger external regulation.

MANDATORY REQUIREMENTS

- A Risk Assessment form MUST be completed before Police Notification is sent.
- The approved signing on sheet with important disclaimers MUST be used.
- First Aid cover is MANDATORY. The minimum cover is 2 qualified first aiders for all 3-race Road Races, minimum one qualified first aider for other races. On no account can a rider competing in an event be the designated first aider for that event. First Aid must be independently mobile. A fully stocked first aid kit must be available in the event HQ.
- Each race must have at least one lead vehicle. Ideally there should be one safety vehicle (either car or motorbike marshal) following each race with the proviso that there must always be one behind the last race on the road. [A race is defined as a separate starting group of riders]
- All riders must receive, and must attend, a pre-race briefing covering important safety information.
- Any accidents involving third parties or resulting in significant injuries must be reported on the standard form and forwarded to the BMCR National Secretary and Treasurer.
- Race organisers must complete event accounts in the form of an Income and Expenses Statement and keep this for 2 years from the date of the race. It may in some circumstances be requested by Regional Officers or the BMCR National Executive.

Above all else the safety of riders, helpers and the general public is paramount.
If circumstances and risks arise before or during a race which mean that it would not be safe to start or to continue the race, and it is not possible to overcome those risks, or if mandatory requirements cannot be met, the Event Organiser must cancel, abandon or postpone the race. It is recognised that riders will generally want the race to go ahead, but the Race Organiser must prioritize the safety of all concerned.

RECOMMENDATIONS

1 Identity
All published documents relating to the race e.g. promotional information, start sheets, result sheets **must** contain the heading "**British Masters Cycle Racing**"

2 Event Approval

The National Events Co-ordinator will oversee the national race calendar, and allocate the National Championship Events. The dates of National Championship events and Stallard series events will be published as early as possible in the previous year, to allow organisers to avoid them.

Race Organisers will liaise with their Regional Events Co-ordinators over the dates and details of planned races. Organisers will then register the event on RiderHQ. The Regional Co-ordinator will be asked by RiderHQ to approve the event, which will then go 'live' on RiderHQ.

3 UKAD Anti-Doping rules

BMCR has adopted UKAD rules which are binding on all members and race organisers. These can be seen at www.ukad.org.uk

4 Circuit length and number of riders

Under the Cycle Racing on Highways Regulations (1960) section 5, the circuit should be at least 10 miles and should not include more than one and half miles in a 40 mph (or less) limit stretch of road. However, regulation 6 allows events on shorter circuits and under different traffic conditions provided that there is no police objection. These Regulations have recently been under review, with the likelihood of lowering the minimum circuit distance to 5 miles and removing the restrictions relating to speed limits. Some Police authorities have already adopted a more flexible interpretation. The current Regulations also state that there is normally a maximum of 80 riders, but again some Police authorities allow higher numbers when split between separate races.

5 Risk Assessment

Prior to finalising the choice of course the race organiser should ride round it noting where static marshals will be required, where the possible hazardous parts are and where roadside cautionary signs should be placed to warn other road users. They should also consider the use and role of motorbike marshals (see section 7), and decide on a safe maximum number of riders in each race. This information should be recorded on the BMCR Course Risk Assessment Form, along with any Covid measures which are required at the HQ. **This Risk Assessment Form should be available on the day of the race with Police Notification documents and other race documentation.** Serious road defects and potholes should be reported to the local Highways Authority, preferably 3 months before the event, which can usually be done online.

6 Race duration and field size

All road races should have a duration of approximately 2 hours. Races for A and B categories, National Championships and Percy Stallard Series races may be longer.

Ideally, depending on the number of competitors and safety vehicles available, there should be three races: one each for 40+, 50+ and 60+ riders. In practice the number of entries will determine the mix of age groups and the number of separate races.

Each race should normally have at least 15 riders (combining age groups to do so).

Arrangements for Handicap Road Races will be different: there will usually be a separate starting group for each age category, so some groups may be quite small, and time gaps between the groups may be small, or age categories may be grouped together.

7 Race vehicles – cars and motorbike marshals

There **MUST** be at least one safety vehicle preceding each race, and ideally two, so that one may slip back in front of the peloton should a race break develop with a sustainable (30 second) gap. There should normally be a safety vehicle following behind each race, with the primary purpose of protecting the rear of the peloton, and warning the following public, and there **MUST** always be one race vehicle behind the last race on the road. A following vehicle may also provide assistance to any rider stranded due to mechanical or other problems, provided that in doing so the rear of the race is not left unprotected.

For Handicap Road Races, there MUST always be one safety warning vehicle preceding the first group on the road and one race vehicle behind the last group on the road, and there may be other vehicles in front of other groups, but these will have to adjust their position as groups come together during the course of the race.

The use of properly trained and equipped **motorbike marshals** is strongly recommended for road races, especially where traffic conditions, road characteristics (narrow or winding roads) or road junction layouts present particular risks. Motorbike marshals with high viz markings and warning lights, properly trained and experienced, communicating with each other by radio, can greatly enhance the visibility and safety of the race. For example, they can drop in to protect the front of the peloton if a break develops, go ahead to marshal junctions, and go ahead to warn traffic on a narrow or winding section of road.

The ideal order for a 3-race convoy would therefore be:
Lead Car Race 1
Motorbike marshal
Race 1 riders
Following car OR Motorbike marshal
    Lead Car Race 2
    Motorbike marshal
    Race 2 riders
    Following car OR Motorbike marshal
    Mobile First Aider
        Lead Car Race 3
        Motorbike marshal
        Race 3 riders
        Following Car
        Mobile First Aider

Please issue the 'BMCR Guidance for Cycle Race Car Drivers' to all drivers before the day, or when they report for duty.
A briefing for all race vehicle drivers shortly before the race is recommended, to ensure that everyone is clear on the convoy order, communication arrangements etc.

8 First Aid cover

For all races, there **MUST** be at least one independently mobile First Aider behind the following safety vehicle or placed somewhere on the circuit if it is a short circuit. **The minimum cover is 2 First Aiders for all 3-race Road Races.** If there is not at least one designated First Aider present, then the race(s) MUST be abandoned/postponed until such requirement is achieved.

There must always be a fully stocked first aid kit available in the event HQ. Where practical, this should be a 'regional' first aid kit kept with the rest of the Region's race equipment. There should preferably be a trained First Aider based at the HQ as well.

Regional Events Co-ordinators will keep a list of paid First Aiders available within the Region, and offer this list to event organisers.

9 Public Liability Insurance

It is a requirement of BMCR's insurance that any sub-contractors engaged must have *public liability insurance* (for third party bodily Injury or damage to property) with a minimum coverage of £5m. **You must obtain and retain documentary evidence of this insurance prior to the commencement of the contract**. This is likely to apply to motorcycle marshals* and the race HQ. Individual first-aid suppliers may be assessed as employees (not as sub-contractors) and therefore not subject to this requirement; however an organisation like *St John's Ambulance* would be classed as a sub-contractor and you would need to obtain a certificate.

For 2023, BMCR has checked the insurance of Midlands Bike Marshals and Kent Bike Marshals. Organisers may rely on BMCR to hold the documentary evidence.

BMCR's own certificate of public liability insurance can be downloaded from the website. It is not unusual for the providers of the race HQ to have a similar requirement for us to provide a certificate. It also needs to be available on the day of the race.

10 Race communications

Each race car should carry a roof sign warning of a cycle race, and if possible an orange flashing light. All vehicles should be able to contact each other, the First Aider and the Race Organiser – preferably by radio or CB, but otherwise by mobile phone. All drivers should have a suitably experienced person to handle race communications or have hands free equipment available. At no time should a hand held mobile phone be used by the driver whilst the vehicle is in motion. If there are insufficient safety vehicles/drivers available then races should be consolidated or rearranged accordingly.

In view of the importance of communication during races, Regions are encouraged to purchase sets of radios and lend them to race organisers. Alternatively radios may be rented or borrowed.

If possible radios should also be provided to marshals so that they can communicate with each other and the race organiser. A WhatsApp group of all race helpers is also very helpful in being able to easily and quickly send information out to all - before, during and after the race.

11 Race headquarters

For the race headquarters, a village hall is usually ideal and if refreshments are sold this can often pay for the hire of the hall. The BMCR certificate of public liability insurance (which can be downloaded from the website) is often a requirement for the hire of the race HQ and also needs to be available on the day of the race. Organisers should ensure that there is sufficient parking for riders and helpers on the day, without causing problems for local residents.

Organisers should check on any Covid measures in place in the HQ and pass instructions on to riders and helpers.

12 Police notification

When the course details are finalised and race headquarters booked then a notification form must be sent to the Police. There is a standard BMCR form but it is permissible to amend this form to include additional details/information if required. There is also a standard letter to accompany this

form but again it is permissible to add additional information if required. The form must be sent to the headquarters of each police authority area which the race passes through. They must receive it at least six weeks before the race takes place but in practice it is advisable to increase this time to two months. In some areas safety advisory groups are now the authority which gives approval so race applications in these areas need to be sent to both Police and SAG. The BMCR Risk Assessment is not part of the race application but should be forwarded to the authorities on request.

13 Police response

Police are not bound to give acknowledgement/approval in writing, but will normally issue a confirmation of receipt of the race application, in these circumstances police confirmation of receipt of the race application and no further follow up, can be taken as "no objection". If confirmation of receipt of the race application has not been received one month prior to the event then a copy should be sent to the authorities by recorded delivery or email advising that, as no reply has been received, our assumption is that there are no objections to the event taking place.

14 Checking for roadworks

Contact the local authorities and check the website one.network to see whether there are any road works planned for the day of the race. It is prudent to check say 2 months and 2 weeks prior to the date and this may allow time to obtain police permission for an alternative course.
It is advisable to notify the appropriate Highways Department of the date and course of the race. In some cases they will get this information put onto the one.network site which should avoid contractors planning routine work on the course on that date.

15 Officials and expenses

Organisers are responsible for arranging a set of competent officials for their event including a steward in charge of signing on, marshals as determined by the Risk Assessment, drivers, and judges for the finish.

It is strongly recommended that anybody taking the duties of official named Race Organiser should not also ride that race. This does not prevent the person who has planned and organised the race in advance from appointing a suitably experienced and competent person to oversee and take responsibility for the race on the day.

Nobody should be "out of pocket" through helping in the race organisation. All event costs should be met from event income, Regional funds, or sponsorship. Organisers should be prepared to pay/offer any reasonable travelling expenses etc incurred by race officials, drivers, First Aiders etc. Organisers may also provide free refreshments and/or small gifts to race helpers as a 'thank you' for their work.

The principle in BMCR is that surplus income or "profit" from races after all costs are deducted can be retained by the Race organisers and or their clubs with the clear understanding that such surpluses are reinvested in the sport.

Race organisers must complete event accounts in the form of an Income and Expenditure Statement and keep for 2 years from the date of the race. This Income and Expenditure Statement may in some circumstances be requested by Regional Officers or the BMCR National Executive.

If the race Income and Expenditure statement demonstrates a loss then financial support may be provided from Regional funds or from BMCR HQ funds so that nobody is personally out of pocket, providing all expenditure has been reasonable. If an organiser thinks that an event may necessarily incur a significant loss, they should contact their Regional officials or BMCR NEC in advance to seek financial support.

16 Managing entries

If an event is oversubscribed, prioritising entries is at the discretion of the organiser. However, organisers are encouraged to prioritise those who contribute to BMCR by organising or helping at races, or by undertaking regional or national roles. For the national Percy Stallard race series organisers are requested to prioritise those who already have substantial points in the series. For National Championships organisers should if possible take account of past performance.

The BMCR default online event entry form on RiderHQ now includes questions so that organisers have information about riders' contribution to BMCR and past performance. One way in which organisers can prioritise entries is to initially hold back a substantial number of places, let riders join the 'Waiting List' facility, and then invite prioritised riders to take up race places. If this system is being used, an explanation should be included in the Event Details on RiderHQ.

17 Closing date

The standard closing date for entries for races is three weeks prior to the race and it is advisable to plan out the programme prior to this date. If the race is not full at that time, organisers may extend the closing date at their discretion.

18 Sending out details

At least one, and preferably two, weeks prior to the race send details of the course and the event to:
1 The competitors via RiderHQ
2 All officials, marshals, drivers, refreshment organisers, helpers, first aiders, press contacts etc
3 Any local individuals, parish councils or businesses likely to be affected by the race, remember you may require their support for further events. Often, parish councils, local groups and businesses will have Facebook Community listings and a post about the race, giving details of the route, likely times and steps being taken to ensure safety of the public (eg rider briefing, marshals, lead and following cars, motorcycle marshals) will ensure many local people are aware of the event and most will appreciate this advanced notification. Some may even come to watch the racing!
4 Any horse riding establishments in the vicinity of the course.

Using the RiderHQ online entry system:
- Enter manually any postal entries as you receive them.
- Immediately after the closing date, download all entry data from RiderHQ and select the appropriate fields (age category, name, club/team) to create the start sheet, or use the Startsheet facility on RiderHQ.
- Use the RiderHQ email facility to send all details, and any covering message, to all entrants.
- Include important safety information and instructions in the written information you send to riders, even if you also cover some of it in the pre-race briefing.
- A guide on how to use RiderHQ is available on the BMCR website.

19 Signing-on sheets

Prepare the 'Signing-on' Sheets – generally one for each age group (standard BMCR forms must be used and are available on the website). Signing-on sheets may also be downloaded from RiderHQ. Leave an appropriate gap at the end of age group number series if you are allowing entries on the day. If available, different colours/styles of numbers for each race are helpful but duplication of numbers is not recommended.

20 Race equipment

Each Region should have a stock of BMCR race equipment e.g. numbers, flags, vehicle signs, orange lights, marshals' fluorescent bibs, direction arrows, race warning signs etc. and many cycling clubs also own race equipment, so there should be no need for the organiser to purchase this type of equipment. It is advisable to check over the equipment in advance of the race to ensure that it is in good order and that there are no missing numbers, sufficient safety pins etc. Do not forget the line-marking material – it can be chalk or white 'gaffer' tape, or if wet weather, scouring powder. Do not use permanent paint on the road.

21 Static Marshals

The Organiser or a nominated Chief Marshal shall be responsible for the attendance, deployment and briefing of marshals. If possible a few extra marshals should be recruited to fill in for absentees or to assist with unplanned problems. Marshals and warning signs must be in place at all the points indicated on the Risk Assessment. All marshals should wear high visibility bibs endorsed with 'Race Marshal'. Where necessary the marshals should be issued with red flags. Ideally the marshals should be BMCR members but this is not essential, as the BMCR third party insurance policy covers all race helpers. whether they are members or not. The Race Organiser or the Chief Marshal should ensure that all marshals are positioned for maximum effectiveness at junctions, and that all marshals understand that they have no authority to stop traffic. Please issue the 'BMCR Guidance for Cycle Race Marshals' to all marshals before the day, or when they report for duty.

22 Checking the course and HQ

Not more than two days before the race, the course should be ridden round and any unexpected obstacles or potholes should be noted and the competitors should be warned of these hazards before they start the race. Emergency roadworks can happen and it may be necessary to change the course to avoid the obstruction, if possible, or to cancel / delay the event. Safety of all concerned is the overriding objective.

On the day of the race ensure the race headquarters are accessible. At least one hour before the start the course must be checked and routing/warning signs erected. Any known hazards need to be advised to the riders.

23 Entries on the day

Unless an event is being promoted as ONLY for Entries on the Day (EOD), any EOD shall be subject to the organiser's discretion but may attract an entry fee 50% greater than entries in advance. They can only be accepted if a full field of riders has not signed on. All entries on the day will always be subject to the following conditions:

(a) BMCR members must complete a BMCR standard Entry Form before being allowed to sign on.

(b) All entrants must have joined/rejoined BMCR before the day of the event, and show their BMCR licence, or other evidence of membership, when signing on.

(c) Entrants who permanently reside outside of the UK should contact the event organiser before the day of the event to arrange free day membership. Organisers should contact the National Registrar before the day of the event to ensure insurance cover. Entrants must also complete the standard race entry form and, unless the entrant has a licence from the ICT, pay double the applicable race entry fee before being allowed to sign on.

Entries on the day can cause congestion in the signing-on area and it may be advisable to allocate a separate table with blank entry forms.

24 Pre-race riders' briefing
All riders must receive a briefing, either in or outside the HQ before the start, or preferably when they are lined up ready to start (providing the location is safe). The briefing should include the following:

- A reminder that they must ride safely, with consideration for other riders and all other road users. This will include warning other riders of hazards such as pot-holes.
- A reminder that they must observe the rules of the road, must not cross white lines, and that the marshals have no power to stop traffic.
- A reminder to take particular care if there are horses (or other animals) on the course, and to slow down until **all riders in their race** have passed the horses/animals safely.
- A warning that any dangerous riding may result in disqualification, and even suspension.
- That they are expected to behave courteously to other riders, race helpers, road users and local residents, and that any abuse or inconsiderate behaviour may result in disqualification.
- That experienced riders are expected to help and educate less experienced riders, not abuse them.
- A reminder that if one race (or a break from a race) catches another, riders in the slower group must allow the faster group to overtake and must not join them or take any advantage from them.
- A brief outline of the circuit informing them of any major hazards identified in the Risk Assessment, as well as details of any additional serious hazards, obstacles, potholes etc which may have recently been discovered.
- Advice on the roles of the race safety vehicles.
- Any other important race information such as the number of laps, the location of any *primes* or King of the Mountain points etc.

All riders must attend this pre-race briefing, which should be well publicised in the Race Programme and/or at the signing-on desk. Organisers should ensure that all riders are paying attention and can hear the briefing, if necessary by using a megaphone. Organisers may take appropriate action against riders who do not attend the pre-race briefing, which may include exclusion from the race.

25 Race start
Where there are concurrent races, the fastest race (normally the youngest age groups) should set off first and the subsequent races start at approximately 2-3-minute intervals. The time gap between groups needs to take into account the length of the circuit to avoid as far as possible different races coming together.

26 Role of Race Controller

Where possible and appropriate, the Race Organiser should appoint a Race Controller for each separate race, who will travel immediately behind the race, observe rider behaviour and take action if there is dangerous riding (either at the time or after the race), and maintain communication with the Race Organiser and other race vehicles. In the case of emergencies, crashes or other unplanned circumstances, the Race Controller will decide on appropriate action, which could include stopping the race. The Race Controller will be a suitably experienced member of BMCR or another cycle racing body.

27 Actions in case of an accident during a race

It is impossible to cover all possible accident scenarios and the action which should be taken. However the following should be considered:
- Stop the race temporarily or permanently if those at the accident scene and those still racing may constitute a safety hazard to each other (see details below).
- Report the accident to the Police if third parties are involved and there are injuries.
- Contact the given Emergency Contact for any seriously injured rider. In order to do this the Emergency Contacts of all riders should be immediately accessible to the Race Organiser.
- Ensure appropriate arrangements are made to recover the bike, car and any other belongings of any seriously injured rider.

If a serious accident occurs during the course of a race, on a section of the road or track which the race will be passing through again, the race organiser, or another official such as the lead car driver or Race Controller who is aware of the circumstances, should assess whether it will be safer to halt the race, and should take action accordingly. They should take into account where possible: the condition and position of the injured person(s), whether an ambulance or other emergency vehicles or waiting traffic will be blocking part of the road/track, visibility at the site of the accident, and any other relevant factors, including any risks associated with halting the race. If in doubt, they should err on the side of caution and halt the race.

28 Finish and judging

Prepare the finish by having a '1 Kilometre to Go' sign, a yellow flag at 200 metres and a black & white chequered flag at the finish line. If the race circuit passes the finish then have a lap board and a bell for the last lap at the finish line, otherwise locate the lap board and bell at the closest point to the finish on the circuit. Consider the use of a combination of transponder systems, voice recorders, still and video cameras (tablets or mobile phones) to assist accurate judging. Do not rely on a single device to record finishing positions/times. Remember that in the event of a blanket finish the riders themselves will generally know the finishing order.

It is strongly recommended that for all National Championship races the organiser should appoint an individual to act as Chief Judge. The duties of this person will include keeping track of numbers of laps, ensuring enough people are available for recording finishing positions, ensuring rules of racing are followed at the finish and acting as an initial appeal point in the case of disputes over results.

29 Appeals against Race Results

Race participants will have the right to appeal the result of a race. This must be done immediately after the race and in the first instance to the race organiser and/or chief judge. The race organiser and/or chief judge will consult all relevant parties and decide the outcome on the day of the race.

The race organiser and chief judge's decision will be final, and no subsequent communication will be entered into.

30 Prizes

Prizes must be awarded to at least the first three in each age group. However, in the case of any age groups with very low entry numbers, it is reasonable to have just one prize. The form of prize and the number of other prizes are at the organiser's discretion.

The total value of prizes should be shown in the Income and Expenditure statement and should reflect BMCR culture of allocating the maximum amounts reasonable to Prizes whilst at the same time allowing organisers and clubs to reinvest excess income back into the sport.

The minimum value of the prize list, or distribution of prizes, should be stated in the programme. **Prize winners not attending the prize presentation give up any claim to a prize won**, unless they have notified the organiser beforehand that they cannot attend.

31 Complaints or incidents of dangerous riding or unacceptable behaviour by riders

If the Race Organiser receives any complaints, or is aware of any cases, of dangerous riding or unacceptable behaviour by BMCR members before, during or after the race, they should follow them up in accordance with the BMCR Disciplinary Procedure. The most important action to take on the day is to gather views and evidence from as many members and helpers present as possible, including the subject of the complaint. The organiser should also record the names of any riders involved, and the names and contact details of any witnesses who are not riders.

32 Race accounts

An Income and Expenditure statement showing any profit or loss should be produced within 2 weeks of the event, and retained by the organiser for a period of 2 years. Any loss will be reimbursed by the Region subject to being satisfied with the reasonableness of the race accounts.

33 Results

Race results and if possible photographs and a report should be sent to the Webmaster for posting on the BMCR website, and to the co-ordinators of any relevant points series competitions, within one day of the race if possible. Race results should be sent to all riders within 3 days, using the email facility on RiderHQ. It is also useful to post the results and photos on the BMCR FaceBook page.

34 Accident reporting

Any accidents involving third parties or resulting in significant injuries need to be reported on the standard form and forwarded to the BMCR National Secretary and Treasurer who will take or advise on any action necessary. **Under no circumstances should the accident be reported directly to the BMCR insurers**. The policy has an excess of five hundred pounds, and accidents involving minor damage to vehicles have usually been settled direct rather than involving our insurers, thus preserving our valuable no claim record. **Before taking any action in this regard contact the BMCR National Secretary/Treasurer and do not admit responsibility to any third party**.

Any accident involving a race vehicle should normally be covered by the driver's own motor insurance. However, BMCR insurance includes contingent third party liability. In the event of cover being denied under the driver's own insurance the BMCR policy will then operate.

TIMELINES

<u>Normally by December of the previous year:</u>
Agree event and date with Regional Event Coordinator
Complete course Risk Assessment
List the event on RiderHQ
Book HQ
Book motorbike marshals, and first aid cover, if a sub-contractor
Seek sponsors
Notify any cycling/sports photgraphers

<u>2 to 3 months before event:</u>
Send Police Notification Form(s)
Notify Highway Authority and report any potholes on the course
Arrange First Aid cover
Check Public Liability Insurance of any contractors (HQ, motorbike marshals etc)

<u>3 to 4 weeks before event:</u>
Contact marshals, drivers, judges and other helpers
Draft information to riders
Order disposable numbers or check availability of reusable numbers

<u>After closing date and by one week before event at the latest:</u>
Draw up Start Sheet
Finalise other information to riders
Send all information to riders and helpers (asking helpers to confirm availability)
Check access arrangements for HQ
Contact motorbike marshals and first aid and confirm arrangements

<u>Before day of event:</u>
Draw up Signing-on sheets
Print a list of Emergency Contacts
Assemble all documents required on the day
If necessary email final instructions to riders
Check rider numbers
Check road signs, marshals' bibs, flags, car signs and lights
Prepare prizes
Finalise arrangements for refreshments
Make list of safety information to include in the riders' briefing

<u>On the day, before the event:</u>
Check the course
Put out road signs
Note any new hazards, add to Risk Assessment and include in riders' briefing
Ensure that all drivers, marshals, First Aiders and other helpers have arrived and have been briefed.

MANDATORY REQUIREMENTS FOR OFF-ROAD CIRCUIT RACES

- **A Risk Assessment form MUST be completed in advance, and the safety measures identified must be in place for the event.**
- **The approved signing on sheet with important disclaimers MUST be used.**
- **First Aid cover is MANDATORY (Minimum one qualified first aider. On no account can a rider competing in an event be the designated first aider for that event.)**
- **A riders' safety briefing must be held immediately before each race.**
- **The race organiser must complete an event Income and Expenses account within 2 weeks of the event.**

All sections of the Guidelines for Race Organisers apply to circuit races, except those relating to length of circuits, Police Notification, race vehicles and roadworks.

Circuit races will normally be between 40 minutes and 75 minutes, plus a certain number of laps.