

# Cambridge University Cycling Club



*Handbook*

**2015-16**

V2

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At different times of year, may cover anything from the basics of how to ride in a group, how to ride a chaingang or sprint leadouts. As the emphasis is on learning developing skills, these rides will not be particularly fast and there may be frequent stops to discuss what is happening.

## 1.1. What to bring

These things are not necessarily essential, but strongly encouraged. If you don't have the full range of bike paraphernalia, then don't worry. If you do want to invest then we would recommend our sponsors Primo Cycles (Jesus Lane) - you get a 15% discount as a CUCC member. Online, Wiggle are good if only for the free Haribo, as are Planet X.

### H&S Provisions

If you require specific medication, please bring this with you in addition to whatever first aid you deem necessary. Training rides will not have full first aid cover due to the impracticalities of transporting it on a bike.

If you have a smart phone, we strongly encourage that you download a free 'medical ID' app. This enables the fast retrieval of potentially vital information about allergies, blood type etc. via the lock screen in the (very unlikely) event of being knocked unconscious after an accident. *Road ID* for iOS and *Medical ID* for Android are recommended.

### Road Rides – all conditions

- Bike – in full working condition. We recommend you check your bike before every ride and have it serviced regularly.
- Helmet – this is essential for our insurance. No helmet no ride.
- Spare tube(s), pump, tyre levers, puncture repair kit – don't rely on others always having a spare tube. If you do borrow one, drop one back in their pidge.
- Multi-tool, including chain tool if possible
- Water – a couple of 750ml bottles for long rides is advised. Expensive energy powders are not needed – get full-sugar squash from Sainsbury's.
- Food - eat something flapjack-sized every ~1/2 hour, bring slightly more than you think you will need
- Money for café stop/taxi home in case of an unfixable mechanical
- Phone to call for assistance in case of emergency
- Lights – particularly for Saturday afternoon rides, essential as even if you plan to be back before dark, you maybe be delayed. Small LED lights are unobstrusive and greatly improve your visibility.
- Sunglasses – not only in sunny conditions, but to prevent grit being thrown into eyes in the wet.
- Decent tyres – there is nothing more annoying than getting punctures. Gatorskins or similar can be purchased for ~£40/pair and are a worthwhile investment

### Road Rides – cold conditions (in addition to the above)

- Overshoes – neoprene or similar. Not usually totally waterproof, but stops the wind whistling through your shoe vents
- Long-sleeved rain jacket – rowing splash jackets make good cycling tops, as do dedicated versions.
- Long-sleeved leggings/leg warmers – these will be in the kit order, but if you can't wait that long then Planet X or Canterbury have some excellent deals
- Decent gloves – neoprene gloves by the likes of Castelli or Altura are recommended for very cold days. This is wetsuit material so leaves you with a tight fit and good control of your shifters while keeping fingers toasty warm
- Under helmet cap
- Always bring one more layer than you think you will need in case of emergency

Road Rides – wet conditions (in addition to the above)

- Waterproof jacket
- Mudguards with long flaps (Email dah78 for advice about buying and fitting. Makes wet group rides infinitely more pleasant for everyone and saves your components from grit). Try to fit proper full length (e.g. SKS Chromoplastic P35) as these protect brakes better. If you don't have mudguard mounts, we recommend Crud Roadracer MkII as providing the best coverage.

Turbo sessions

- Bike
- Water - lots
- Not-too-warm kit - you will get warm
- Towel
- A turbo tyre/wheel – turbos will wear down standard road tyres. (skewers are provided)
- Headphones & pump-up music

## 1.2. Road group riding

### SINGLE TRAINING LINE

Riders form a single line. At 3-5 min intervals the front rider pulls out to the right (CHECKING BEHIND FIRST) and eases off, rejoining the line at the back. The new first-cyclist should not ramp the speed up, but will increase their own pace due to greater wind resistance. Bikes in the line should be ~ ½ a wheel from each other.

### DOUBLE TRAINING LINE

**This is how we most commonly ride.** Riders form two equal length parallel lines. After ~5 mins on the front, the rider at the head of the right hand line draws forward smoothly and then left so is ahead of the left hand line. The new head of the right hand line should pull forward two bike lengths to be next to the new head of the left hand line. The other riders in the right hand line should follow their leader up two bike lengths. The rider at the back of the left hand lane should then pull forward onto the tail of the right

hand lane. If there is an odd number of riders, the rider at the back should ride between the wheels of the two riders in front.

It is important not to up the pace up during such changeovers, and not to 'half wheel' (riding slightly ahead of the person next to you, causing the pace to gradually increase) when at the front. All riders should get their turn on the front, so don't dangerously pull out to the front after junctions. If you are struggling, it is more than acceptable to remain on the back, though less so if you're just avoiding doing some work.

Search for it on youtube if you can't visualise what's going on.

## DOUBLE PACELINE/CHAINGANG

Similar to double pace line, only the changeovers occur sequentially, with the two lines moving like a chain as riders spend less than 1 minute on the front. When you get to the back, shout 'LAST MAN' to the rider adjacent to you as you pull through, so they know to follow you across to the other line. This is usually done on short fast-pace rides on continuous sections of roads. You must have mastered double training line riding at speed before moving on to chaingang.

## ROAD GENERAL ETIQUETTE

- Bring your own stuff. You are responsible for your own well being during the ride, but constantly borrowing tubes/food/water/etc is annoying.
- Be on time. Rides will leave 5 mins after the advertised time, and won't wait.
- Ride at sensible distances. Longitudinally this is about half a wheel from the rider in front with NO OVERLAP: if they pull out and you are half-wheeling them you will go down, as will everyone behind you. Laterally about half a handle bar width: don't take up the whole road. Ride about half a meter from the curb.
- Do not brake suddenly if you are in a group, it is the most common cause of crashes. If you are gaining on the rider ahead, ease off the gas. If you are still gaining, pull out slightly so you are more in the wind. Only use your brakes when the message 'slowing' or 'junction' has been passed through the group.
- On wet rides, full mudguards with flaps are really encouraged. This prevents other riders from getting a face full of wet grit for three hours. Email dah78 about fitting.
- Keep the pace constant and steady. Unless the session dictates it, don't up the pace on every hill and drop half the group. We will do pushes up certain hills, but these will be organised and we will re-group at the top. When you get a turn on the front, your power should be about a third higher than that of sitting on someone's tail, so adjust accordingly. You don't need to sprint off the front to show what a mighty cycling god you are – these are club runs, not races.
- Obey road laws. You are allowed to ride two abreast on UK roads. Aside from that, all car rules apply – signal, don't swerve, don't shout abuse at cars even if they don't know how to drive around bikes. Be aware that we are easily identifiable when people are wearing club kit.

## SIGNALLING

ALWAYS promptly pass signals and verbal messages back through the group.

Credit to British Cycling's website for these excellent photos



a)

Arm straight out left or right. Only use for road junctions.



b)

Arm straight out and moved up and down. Use to indicate slowing down e.g. before a corner, junction or obstruction



c)

Pointing. Use to indicate potholes, speed bumps etc. Accompany by shouting “hole”. Use well in advance of a hole so the group can move out to avoid it.



d)

Arm across your back. Use to indicate overtaking a parked car or other obstacle. Note its difference from that to indicate a road junction.

## VERBAL SIGNALLING

“OFF/PACE” – someone has been dropped. Usually passed from the back to the front, who should drop the pace accordingly.

“CLEAR” – shouted at a junction. It is very important to only shout this if you’re sure the whole group can get across. It is also NOT an excuse to pull out at speed without looking yourself.

“HOLE LEFT/RIGHT/CENTRE” – accompany by pointing out the hole. Group should move around it accordingly. Do not just shout HOLE without pointing as this is worse than useless for the people at the back.

“CAR UP/BACK” – car approaching from ahead or behind, respectively. Use for all types of vehicle.

“LINE OUT” – a car/obstruction ahead prevents the usual training double lines. The left hand line should pull spread out allowing the right hand line to slot in every other cyclist. After the car/obstacle has been passed, you should resume your previous place.

“LEFT/RIGHT TURN” – use for actual junctions with the appropriate arm gesture.

“SLOWING/EASY” – to accompany the straight arm moved up and down ahead of an junction/obstruction.

“PUNCTURE” – obvious uses. The whole group should stop for this. Only shout “MECHANICAL” if you are a) in the Tour de France or b) a bit of a tit.

## 1.3. Turboing

We run turbo session on Tuesday and Thursday evenings starting in October and continuing throughout the winter/spring, with sign up using via a doodle poll sent via email. We run structured sessions, based on a progressive training plan designed to get you in peak fitness for the BUCS time trials in April. However these are not only for racers, and are good for those just wanting to get fitter as much as those wanting to compete in BUCS. You can also do your own thing if you want, but there will always be something structured going on.

It is important to sign up to this as we do have a limited number of turbos. If you can bring your own, that is always useful.

### TIMES

Arrive 10 mins before the allotted training time as there is set-up to do.

### TURBOS

The club fluid turbos are currently stored in the University Sports Centre. Ask at the front desk to open the room, showing your membership card. Sign-up sheets will be emailed round which you **MUST SIGN UP TO** as there are limited spaces.

## MUSIC

Headphones are preferred as a) turbos are themselves noisy and b) we train right outside the sports centre and don't want to annoy anyone.

## TIPS

Warm-up is always critical. Allow for at least 10 mins of winding the pressure up, keeping your cadence high. Warming down and stretching is equally important, and don't just rely on the cycle home for this.

## 1.4. Ride routes

### COMMON ROUTES

We are putting together garmin files of the usual club routes. New routes are encouraged, but stay off the dual carriageways and A10 north as these are unpleasant for groups. Make use of the excellent bike path down the railway to the south for safely leaving the city. The following links give a rough idea of the sort of rides we do.

*Brinkly (50km/30 miles)*- <http://tinyurl.com/mjtekf3>

*Sandy (80km/50 miles)*- <http://tinyurl.com/k7mghjl>

*Saffron Waldon (60km/ 40 miles)* - <http://tinyurl.com/leuz4u5>

*Haverhill (100km/60 miles)* - <http://tinyurl.com/kkowfte>

## 1.5. Ride leaders

### Ride Leaders Guide

We are always looking for new faces to lead rides. If you are willing to do this, email sehd2 and then give yourself a pat on the back – **without volunteers for ride leaders club runs do not happen**. It is easy and means you can stop at your favourite café/seek out your favourite roads etc.

Some guidance:

- Find a suitable route, either your own or from our website (<http://tinyurl.com/ogdy2rm>). Put it on a Garmin or make sure you can navigate in some other way. If possible post it to the facebook group and email to sehd2 to be put in the newsletter
- Have a quick look through the 'emergency procedures' section below – everyone is ultimately responsible for their own safety but as ride leader you should manage the group should a mechanical/accident occur. Most of it is common sense!
- Make sure you have your mobile phones in case of emergency.
- Introduce yourself at the start of the ride. It may be useful to ask if anyone is new to riding with us, and explain what to do as necessary.
- If groups are large (20 plus) split into 2 and designate an experienced rider to lead the second group, either following the same route ~5min behind or on a different route.

- At Brookside, people will choose which group to ride with based on estimated speed and distances, so as far as possible try and stick to what is advertised.
- Set a good example of riding. Maintain the pace of the ride, telling people to increase or decrease the pace as necessary. If someone is not signalling or riding dangerously, have a word and explain what they should be doing.
- Do regular head counts to make sure you haven't lost anyone (and make sure anyone peeling off early lets you know).
- If a few people are flagging, are happy to return to Cambridge and know the way, this is okay. If people are flagging and do not know the way, reduce the pace of the group. Please don't leave people to find their own way home from the middle of nowhere, even if they seem willing to be left.
- If you want to stretch people's legs up a hill/sprint for a road sign ensure everyone in the group knows what is happening **and that you regroup afterwards**.
- We shall cancel rides in the event of snow or ice. However if you feel the conditions are too dangerous to lead a ride, you are welcome to cancel your ride (though this is not an excuse to avoid riding in the rain...)

N.B. Ride leaders are not a qualified guide and carry no legal responsibility for the rest of the group. Although risks can be reduced, riding on public roads remains a potentially dangerous activity.

**We are usually short of people to lead the 'casual' pace rides. If you usually ride in these groups, please volunteer to lead them - email sehd2.**

## 1.6. Emergency Procedures

### Puncture

- Whole group should stop and wait off the road, although if safe it is acceptable to continue to ride up and down a small stretch of road to keep warm. If member does not have a spare tube, a member of the group should donate one - this should be returned at a future ride/via pidge.

### Other Mechanical

- If this can be fixed by the combined expertise of the group, then do so. If this reduces the performance of the bike, bear this in mind and reduce the pace of the ride/return a more direct route.
- If the bike is unrideable, the rider should call a cab or a friend with a car. Most Porters' Lodges have cash to pay a taxi in the event that the rider does not have money on them.

### Extreme Cold Weather

- Rides will be cancelled for extreme ice or snow.
- However, riders may get very cold on general winter rides - it is therefore essential for riders to bring enough clothing to keep warm and dry
- It is best to keep moving in such a situation; staying still will only make riders colder.

## Riding at Night

- Rides are scheduled for this not to occur. However, if you are riding at night for whatever reason, you should have lights. Carry them even if it is unlikely they will be used, for this reason.
- If every member does not have lights, put a front light at the front of the group and a rear at the back, at the very least.

## Accident

- The first priority after a crash is to ensure the injured parties are not then hit by a car. Riders not involved in the crash should position themselves in such a way to warn traffic - this may involve cycling to far side of a blind corner or over the crest of a hill.
- The next priority is to check airways, breathing and circulation - ABC. If required, call 112 from a mobile - remember this enables the call to be more easily traced than 999 (if the exact location is unknown).
- It is unfeasible for the club to provide full first aid kits due to the mobile nature of riding. If the injury requires the contents of a first aid kit, riders should be despatched to the nearest public building to fetch theirs.
- Riders with minor injuries should either get a cab back to Cambridge or cycle directly back.

## 2. MTB Trips

### 2.1 What to bring

These are the things you will need for a day out on the mountain bike. For weekend trips you will need additional items such as a sleeping bag and casual clothes for the hut.

- Bike in working order
- Helmet (also consider gloves, body armour, such as knee-shin and elbow/forearm guards, torso and back protectors, and a full face helmet - especially if doing downhill or freeride).
- Puncture repair kit / Tools / Spare tube(s) / Pump
- Sunglasses / Eye protection
- Personal First Aid kit
- Food and water plus spare
- Layered clothing plus hat and gloves – always bring one layer more than you think you'll need in case of emergency.
- Waterproofs (!)
- Clothes to change into for the drive home (and shoes for drivers)
- Map/Compass/GPS/Guidebook
- Bike light / Torch (for emergency use)
- Mobile phone
- Survival bag / blanket
- Whistle (for emergencies)

### 2.2 Trips

Most trips take place over a full weekend. Details are announced on the mailing list. Bike hire is usually available.

## 2.3 Mountain bike trip policy

The Cambridge University Cycling Club organizes Mountain Biking trips. Its primary function is to facilitate the planning of trips by bringing together cycling enthusiasts. We cycle together as a group of friends. Each person is responsible for their own safety and the implementation of the control measures described in the club risk assessment. In practice this means bringing appropriate kit (see mountain biking kit list) and judging your own abilities. For practical reasons, a "ride leader" who is familiar with the route may be assigned. They are not a qualified guide and carry no legal responsibility for the rest of the group. Although risks can be reduced, mountain biking remains a potentially dangerous activity.

## 2.4 Emergency procedures

In the case of a crash or accident, uninjured riders will assess the situation. They will decide whether it is necessary to call emergency services. All riders are encouraged to carry a mobile phone and personal first aid kit. If there is no mobile phone signal part of the group will stay with the casualty whilst others go to get help/signal. Mountain rescue can be reached by dialing 999 and asking for the police. An appropriate signal with a whistle / torch is six blasts / flashes, to be repeated every minute. The reply from rescuers would be three blasts / flashes. The six blasts / flashes should be continued until help arrives, and should not be stopped if a reply is heard.

## 3. Track training information

### 3.1 What to bring

- Shoes with Look cleats. If you don't own any, track bikes come with shoe cages for use with flat shoes e.g. trainers.
- Helmet (essential)
- Mitts (essential)
- Food for the day
- Warm clothes to wear when not on the track
- Any work you want to get on with - there will be some waiting about

### 3.2 Training sessions

We run several track training sessions before BUCS track in March - these are usually to Newport, Derby or the Lee Valley Velodrome in London. You don't have to have done track before to come along to the early sessions. Bikes are provided - either club ones or rented at the track. We ask for a small contribution for the transport and hire costs. These sessions will be organised by email - watch out for the weekly newsletters.

## TRACK ETIQUETTE AND SAFETY

This is somewhat different from on the road. A good guide can be found at <http://tinyurl.com/lznbpl3>.

The key points are:

- Track bikes are fixed with no brakes. You can't stop pedalling and you can't brake to avoid an obstacle. Be careful of this after a sprint - you can't freewheel as you might after doing so on the road.
- Be very mindful of other cyclists on the track - don't undertake, and ALWAYS check over your right shoulder before pulling up the track. Communication is key.
- Do not ride on the blue band at the bottom of the track.
- At slow speeds, the sharp banking at each end seems impossibly steep. The physics, however, say that you won't slide at speeds above ~20kph.

### 3.3 Emergency procedures

Velodromes are public venues. As such, they will have qualified first aiders on hand to treat injuries or call for further assistance. If an accident is serious, remember not to move the injured party until qualified medical assistance arrives.

## 4. Club kit

### TRAINING KIT

The club kit order is placed in Michaelmas and arrives usually in early Lent. We currently use Castelli, and the kit is of excellent quality and at a competitive price. Watch out for kit ordering info in the newsletters.

### CASUAL KIT

Club stash (casual clothing) is ordered part way through Michaelmas and is usually faster to arrive.

## 5. Membership

For 2015/16, one year's membership costs **£28**, and three years' membership is available at the discounted rate of **£66**. Whilst membership is not required to attend group rides, **please note that membership is required to use a club turbo, purchase club kit and compete for CUCC**. See the website for a list of membership benefits.

**If you do not wish to pay membership at present, but would like to attend club rides, we still request that you complete our Health & Safety form**

**([https://docs.google.com/forms/d/1Nlj7RwkHL\\_WeLT38l0asZwzzk18Z8iP31vtoPZqzM1c/viewform?usp=send\\_form](https://docs.google.com/forms/d/1Nlj7RwkHL_WeLT38l0asZwzzk18Z8iP31vtoPZqzM1c/viewform?usp=send_form))**

To become a member:

1. Fill out the **online membership form**

([https://docs.google.com/forms/d/1K8AD87sRnifwGXIlpoyZjUNpIEtOajNgmUJwrUVkdhM/viewform?usp=send\\_form](https://docs.google.com/forms/d/1K8AD87sRnifwGXIlpoyZjUNpIEtOajNgmUJwrUVkdhM/viewform?usp=send_form))

2. Pay the relevant fee. **Membership payment** can be made:

(1) By **cheque**, payable to "**CAMBRIDGE UNIVERSITY CYCLING CLUB**". On the back of the cheque please write your **full name** and **CRSid**. This needs to be sent to **Cassie McGoldrick at Queens' College**. This can be directly to their Porters' Lodge or via UMS.

To make use of the CUSU-MS place the cheque in an envelope labelled with "CUSU- MS Cassie McGoldrick, Queens' College" and place it in the CUSU mailbox in your plodge.

(2) By **bank transfer**. Payment can be made for £28 or £66 to:

"**CUCC**", sort code: **52-10-46**, account number: **01134124**

Please use reference: "**{crsid}mbshp**", i.e. Joe Bloggs would be "jb264mbshp"

Any queries should be directed to the junior treasurer, Cassie McGoldrick (cmm83).

Membership cards will be issued to all members. These allow access to the club turbos and get you a discount of 15% at Primo Cycles, one of our sponsors.

## 6. Racing

### 6.1 What to bring

#### BUCS Races

- Your bike, in full working order. Bring tools, tubes etc in case of a mechanical problem warming up.
- A helmet (compulsory for BUCS time trials)
- Rear light (compulsory for BUCS time trials)
- Warm clothes to wear after the race
- Pre and post-race food
- Water - the venue may not have somewhere for you to fill up bottles.
- Cambridge ID card - you may require this for signing on

#### Public Races

- The above, plus British Cycling Membership card

### 6.2 Race dates

BUCS races are as follows:

1. 24th October 2014 BUCS Hill climb (Curbar Gap)
2. 12&14/03/2015 BUCS Track (Manchester)
3. 9/04/2015 BUCS 10 Mile TT (Cambridge)
4. TBC BUCS Downhill Mountain Bike- (location TBC)
5. 17/04/2015 BUCS 3up TT (Bath)
6. 23/04/2015 BUCS 25 Mile TT (Oxford)
7. 08/05/2015 BUCS Road Race (York)

Other races are entered in addition, particularly if you are sponsored by the club scholarship scheme. The club covers the entry fees for BUCS races.

### 6.3 Emergency procedures

The race organisers will have accident and emergency cover in place. If the course is a TT, you can shout to competitors to alert the next marshal that you are in trouble. If a road race, there should be a following car. If you know there won't be (e.g. Sportives), it would be advisable to carry your mobile for such an eventuality.

### 7. Training camp

There is a yearly training camp to southern Spain in January (approx. dates 2<sup>nd</sup>-10<sup>th</sup>), flying out with bikes for an intense week or ten days of training. This is organised part way through Michaelmas.

### 8. Scholarship Programme

This program aims to support all promising Cambridge riders in their competitive endeavours.

The program will consist of a four tier scholarship arrangement:

- No Scholarship - cyclist who do not wish to compete, those who wish to compete but have no prior race performances or those whose previous competition performances currently do not merit support.
- Level 1 - Lower category riders with limited experience but the potential and ambition to improve rapidly and move up through the categories.
- Level 2 - A rider already achieving results in top regional level races and starting to show signs of being competitive at National level.
- Level 3 - Riders who are already highly competitive in high level National competitions and international events.

It should be emphasised that the scholarship scheme has been designed in a such a way that anyone not on the scholarship scheme can be added to it at any point if they decide they want to compete and are of a sufficient standard.

Similarly, the scholarship has been designed in a flexible way such that movement (up and down) between the levels of scholarship can occur at any point in time in response to a change (increase or decrease) in performance of the rider in question.

An individual's scholarship level will be considered by a panel of ex-CUCC blues and senior committee members to ensure that this decision remains separate from the CUCC committee.

Scholarship will enable athletes to claim contributions towards race entry and travel as well as contributions towards kit to ensure that they have current CUCC race kit to compete in.

Further details of what the scholarship can provide riders on each level will be given in the near future, however riders on the higher tiers will be able to claim contributions towards a wider range of activities.

#### How to apply

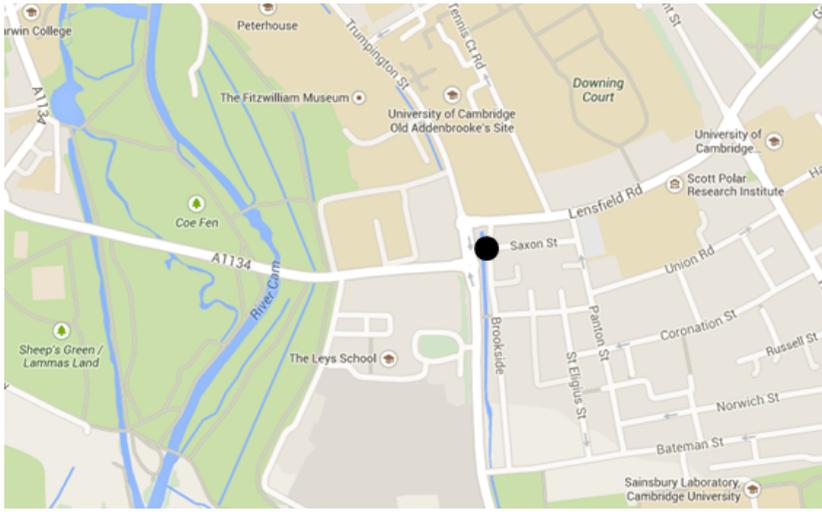
Email a cycling CV to Mark Holt (mark.holt.03@gmail.com) including details of past race performances and cycling achievements, short and long term ambitions for your cycling and why you would like to be considered for the scholarship scheme.

## 9. Complaints Procedure

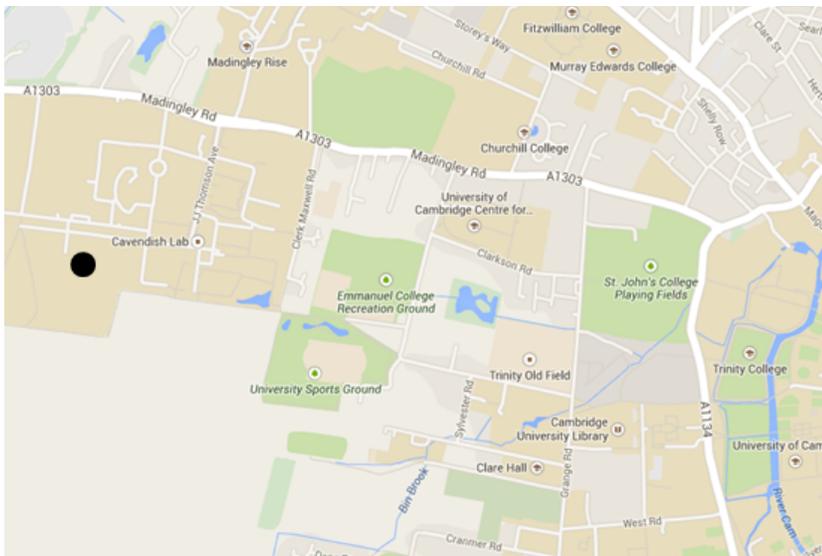
If a complaint is about the club's organisation or an event organised by the club, the highest port of call is the President, though start by addressing your complaint in writing or email to the organiser of that event or session.

If a complaint is regarding H&S policy, implementation or lack of cover, your first port of call should be the relevant committee member, but if this does not reach a satisfactory conclusion then it can be taken to the University Sport Health and Safety Officer.

## 10. Meeting points



*Brookside*



*University Sports Centre*