



## CYCLING WHANGANUI TRACK OPERATIONS & SAFETY

- A qualified First Aider will be present at any WCC Sessions
- At least two Club officials will be present for any Youth Sessions
- The Club official leading the session will assess the ability of the riders present to provide a safe and enjoyable experience for everyone

### **Starting a Session**

- Collect the WCC Track Kit
- Complete the rider register
- Make sure tyres are clean, dry and bikes are mechanically sound
- Walk a lap of the track checking for a debris or damage to the track and concrete
  - Any debris must be swept and removed
  - Any loose boards must be taped down & recorded in the track maintenance register
  - Any major damage must be reported & photographed to the WDC/Club Maintenance officer immediately and the session must be cancelled
- The back straight gate must be closed
- The track must be dry before any track bikes are permitted on the boards

### **During a Session**

- Refer to the [Cycling Whanganui Track Etiquette & Rules](#)
- Always check the track after a fall/crash and report accordingly

### **Finishing a Session**

- Walk a lap of the track checking for a debris or damage to the track and concrete
  - Any debris must be swept and removed
  - Any major damage must be reported & photographed the WDC/Club Maintenance officer immediately
- The back straight gate must be closed
- Complete the incident, track maintenance & club bike maintenance registers if applicable
- Rubbish must be either placed in the bins provided or taken with you
- Return the WCC Track Kit with all contents

### **WCC Track Kit**

- First Aid Kit
- UCI concussion protocol card
- Large broom & mini shovel/broom set
- Red flags x 2
- Large cones x 2
- Small set of cones
- Chalk
- Duct tape suitable for the track



- Electrical tape
- Spare tubes and tyre lever
- Multi-tool
- Pedal wrench
- Wheel spanner
- Foot pump
- Fluro vests
- Rider Register
- Incident Register
- Track Maintenance Register
- Club Bike Maintenance Register





# Incident Register

<b>Date</b>	<b>Incident - including details of persons.</b> (e.g. John Smith stopped pedalling at the end of an effort & went over the handlebars landing on the track boards)	<b>Injury</b> (e.g. minor grazes to knees and elbows)	<b>Cause</b> (e.g. lost concentration & stopped pedalling on a fixed wheel)	<b>Actions/Notifiable</b> (e.g. First aid given, grazes cleaned & covered, checked for concussion)	<b>Prevention</b> (e.g. remind riders at briefings to keep pedalling)	<b>New Hazard</b> (e.g. no)	<b>Location</b> (e.g. Start/finish Line)



## Track Maintenance Register

Date	Your Name	Description of Issue* (e.g. loose board)	Location on Facility (e.g 50m mark, one board above blue line)	Cause (e.g. rider crashed by going to slow)	Actions/Notifiable to WDC (e.g. covered with tape)	Prevention (e.g. pull riders off when getting tired)	New Hazard (e.g. No)

\*any major damage must be photographed



# Club Bike Maintenance Register

<b>Date</b>	<b>Club Bike Number</b>	<b>Description of Issue</b> (e.g. slow puncture)	<b>Cause</b> (e.g. glass on infield)	<b>Prevention</b> (e.g. sweep before session)

