



# Pedal Power ACT Inc

## Assessment of Social Ride Leader

*October 2020*

Candidate name: \_\_\_\_\_

<b>Candidate has demonstrated that she/he/they has or can—</b>	<b>Assessor 1</b>	<b>Assessor 2</b>	<b>Comments</b>
1. Successfully led at least two Pedal Power ACT social rides under supervision.	Yes/No	Yes/No	
2. Develop and lead a test ride without supervision.	Yes/No	Yes/No	
3. Effectively brief riders at the start of a ride.	Yes/No	Yes/No	
4. Ensure riders sign the Pedal Power ACT sign-on sheet before a ride.	Yes/No	Yes/No	
5. Present a calming and competent demeanor during a ride.	Yes/No	Yes/No	
6. Manage experienced/weaker/inexperienced riders during a ride (grouping riders, using tail end riders, shepherding riders, etc).	Yes/No	Yes/No	
7. Handle stragglers effectively during a ride.	Yes/No	Yes/No	
8. Regroup throughout a ride as necessary and appropriate to the nature of the ride and skills of the riders.	Yes/No	Yes/No	
9. Keep account of all riders and take appropriate steps to find any missing participants while still managing the group.	Yes/No	Yes/No	
10. Describe the next section of a ride, navigation requirements, hazards and regrouping points during a ride.	Yes/No	Yes/No	
11. Use way-markers where appropriate.	Yes/No	Yes/No	
12. Adequately manage riders leaving the ride early.	Yes/No	Yes/No	
13. Properly and effectively manage all injuries,	Yes/No	Yes/No	

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crashes etc occurring on a ride.

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14. Provide or arrange for minor mechanical assistance for riders on a ride.      Yes/No      Yes/No

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15. Read and understand the Pedal Power ACT web site pages relating to leading rides.      Yes/No      Yes/No

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16. Read and understand the Pedal Power ACT incident reporting requirements (as given on the web site).      Yes/No      Yes/No

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17. Read and understand the Pedal Power ACT insurance arrangements sufficient to advise riders about the insurance.      Yes/No      Yes/No

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**RESULTS:**

Assessors' comments:

**Assessment**

Candidate assessed against the Pedal Power ACT ride leader assessment checklist and deemed to:

- meet the assessment requirements and is suitable to be a Pedal Power ACT social ride leader
- not meet assessment requirements (see comments for details of failings).

**Signed:**

Assessor 1: Name ..... Signature: .....  
Date: .....

Assessor 2: Name ..... Signature: .....  
Date: .....

**Candidate's statement of acceptance**

- I accept the assessment decision and agree that the process was valid and fair.
- I wish to appeal against the assessment decision.

**Candidate's comments:**

**Candidate's signature:** .....

**[This document is continued on page 3.]**

## Candidate's Privacy Pledge for Riders' Personal Information

To help make good the privacy protections that Pedal Power affords to everyone who engages with Pedal Power (refer Privacy Policy at <https://www.pedalpower.org.au/Privacy/>), for my part I pledge to—

- Relay promptly to Pedal Power's office personal information that Pedal Power may reasonably request of participants in its activities, e.g. sign-on sheets, incident reports.
- Ensure email addresses and other contact information is not shared without consent and is used only in support of membership activities.
- So that privacy is maintained, not disclose personal information to anyone other than Pedal Power except in a medical emergency.
- Protect information about a health condition or disability by only disclosing it in a medical emergency to an attending health professional and only if the person who volunteered the information is unconscious or incoherent.
- Ensure that I follow privacy procedures set out in Board protocols, staff guidelines, the Ride Leaders' Manual or Volunteers' Manual, as the case may be.
- Call on Pedal Power's Privacy Officer for any assistance that I may need in interpreting this Pledge in particular situations.
- Take the time to apply these commitments to all that I do when handling personal information.

**Candidate's signature:** ..... **Date:** .....