



# Pedal Power ACT Inc

## Reassessment of Social Ride Leader

Date of Assessment: .....

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

Candidate email: \_\_\_\_\_

Assessor name: \_\_\_\_\_

Candidate has demonstrated that she/he/they has or can—	Assessed	Comments
1. Successfully led at least two Pedal Power ACT social rides in the last year.	Yes/No	
2. Develop and lead a reassessment ride.	Yes/No	
3. Effectively brief riders at the start of a ride.	Yes/No	
4. Prior to the commencement of a ride ensure riders have RSVP'd on the TeamApp, that names of those present are marked off and the data saved.	Yes/No	
5. Present a calming and competent demeanour during a ride.	Yes/No	
6. Manage experienced/weaker/inexperienced riders during a ride (grouping riders, using tail end riders, shepherding riders, checking the speed of the ride with the group etc).	Yes/No	
7. Handle stragglers effectively during a ride.	Yes/No	
8. Regroup throughout a ride as necessary and appropriate to the nature of the ride and skills of the riders.	Yes/No	
9. Keep account of all riders and take appropriate steps to find any missing participants while still managing the group.	Yes/No	
10. Describe the next section of a ride, navigation requirements, hazards and regrouping point during a ride.	Yes/No	
11. Use way-markers where appropriate.	Yes/No	

12. Adequately manage riders leaving the ride early.	Yes/No
13. Properly and effectively manage all injuries, crashes etc occurring on a ride.	Yes/No
14. Provide or arrange for minor mechanical assistance for riders on a ride.	Yes/No
15. Read and understand the Pedal Power ACT Social Ride Leader Handbook. For instance, under what circumstances can a PP member 18 years or younger participate in a PP social ride?	Yes/No
16. Read and understand the Pedal Power ACT incident reporting requirements (as given on the web site).	Yes/No
17. Read and understand the Pedal Power ACT insurance arrangements sufficiently to advise riders about the insurance.	Yes/No

**RESULTS:**

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

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

**Signed:**

Assessor (Must be present at the time of the Assessment):

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.

**Comments:**

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

## 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 with personal information that Pedal Power may reasonably request of participants in its activities, e.g. forward TeamApp data relevant to the ride and any incident report.

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 policies and procedures as set out in Board protocols, staff guidelines, or the Ride Leaders' 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:** .....

PLEASE PROMPTLY RETURN FULLY SIGNED REASSESSMENT FORM (scanned or a good quality photograph)  
TO:

admin@pedalpower.org.au