



# Track Code of Practice and Accreditation Procedures

This document outlines a code of practice for Cycling Ireland approved Track Coaches. It has been compiled to document guidelines for coaches as to how to run sessions and conduct accreditation. It should be considered as outline of how to conduct safe sessions at any of the tracks and should not be a replacement for common sense.

The original rules governing track accreditation, on which this document is based, were compiled by Will Byrne in consultation with Brian Nugent. Other parts of this document are based on Cycling Ireland's document entitled: 'General Administrative Regulations, Technical Regulations and Procedures'. There are also contributions from members past and current of the Track Commission of Cycling Ireland. We regard this document very much as 'work in progress' and the Track Commission appreciate any constructive comments or criticism.

All Track Coaches are expected to abide by the 'Code of Practice'.

## Contents

Code of Practice – Guidelines .....	2
Accreditation.....	3
Before the Session: .....	3
Session 1: .....	4
Items covered:- .....	4
Suggested exercises: .....	5
Assessment criteria:.....	6
Session 2 .....	7
Suggested exercises: .....	7
Registration:.....	8



## Code of Practice – Guidelines

- Coaches will arrive at track prior to session allowing sufficient time to inspect the track and conduct the sign-on before session commences.
- It is imperative that all riders, coaches and helpers sign on.
- The Coach in charge should ensure that an experienced assistant 'walks' the track to ensure it is safe to use.
- Coaches have a duty of care for their charges at all times and safety must be the primary objective.
- No Coach shall leave the track whilst riders in their charge are still on the track.
- Coaches must be vigilant at all times.
- Coaches should be impartial and not favour one rider or group of riders.
- Coaches should be aware of their relationship and close proximity to riders – especially when working with children.
- Coaches should adopt a 'positive critique' approach with riders. Always be ready to give encouragement and praise. Excessive and negative criticism should be avoided. If it is necessary to discipline a rider it should be done discreetly away from other riders.
- Coaches should be calm and dignified at all times and show respect to the riders, spectators and their colleagues.
- The Coach-in charge shall wear suitable clothing to identify his/her role in the session. Assistant coaches must follow the instructions of the CiC and consult him/her prior to allowing their charges onto the track.
- Coaches must have a current Cycling Ireland license.
- The CiC must not ride on the track with the riders being coached. If it is required for demonstration purposes the CiC may enlist an experienced rider to demonstrate an exercise.
- The CiC must ensure that there is a First Aid kit available at track side.
- Accidents that do not require medical attention or First Aid must be recorded in a 'Spills Report'
- Accidents that require medical attention or First Aid must be recorded in the 'Accident Book'
- Riders and the CiC must 'sign on' before using the track and the 'sign on' sheet must be filed by the CiC after the session. a valid licence must be produced at sign on. In the event that a rider, coach or helper does not have a valid licence then they will not be permitted to participate.
- The 'Track Commissions' safety document must be adhered to at all times.



## Accreditation

The objective of Accreditation is to provide any rider (including recreational) with the skills necessary to ride safely on the track. Accreditation is a two stage process. After successful completion of stage one a rider is deemed fit to take part in training sessions with a group on the track. The first session is to teach the basic skills and regulations. The second session is a regular training session with experienced riders.

Before rider is deemed to be 'Accredited' to race, they must be seen to have successfully completed least two the Speed Drills and two of the Skill Drills outlined in the 'Assessment Criteria' section of this document.

Depending on the session content, the rider may or may not cover both Skill and Speed on the same day. In such a case the CiC will record which drill the rider has completed.

### Before the Session:

1. Ask riders if they know how to do a safety check on their bikes. If any riders are unsure how to do a check demonstrate how this should be done.
2. If any rider has any doubts about the suitability of a bike explain that this should be brought to the attention of one of the coaches involved in the session.
3. Explain to riders that they are responsible for their bikes while in the track area and bikes must not be left anywhere that might cause obstruction or injury to other riders.
4. Ensure ALL riders are wearing suitable protective clothing ie. an approved hard shell protective helmet and gloves or mitts. If you think a rider's helmet is not correctly adjusted assist (or have someone assist) the rider to adjust it correctly.
5. If a rider is using pedals with cleats they should both be checked for wear and tension. This check should be both not only visual, the rider should also be asked to 'pull on the pedals' when stationary.
6. Check the entry gates are closed and if possible attended.
7. Check for unnecessary obstructions.
8. Check track surface for debris or damage.

## Session 1:

### Items covered:-

- Understanding the unique features of the 'Track Bike'
- Demonstrating how to do a safety check of the bike.
- Protective clothing: The correct way to wear a helmet. Why wear gloves/mitts. Why it is advisable to wear at least two layers of clothing.
- Entering and crossing the track.
- Purpose and names for the different markings on the track (with particular emphasis on the 'Blue Line').
- Mounting and assuming the correct position on the bike.
- Starting and stopping at the fence.
- Riding 'all over' the track
- Looking before moving up or down the track.
- Riding smoothly in a line of riders within a wheels length of the rider in front without 'kicking back or 'under-lapping'.
- Riding with hands 'on the drops'
- Changing position from the front to the back of the group. Looking over shoulder before moving and riding 'wide' off the front.
- Explain in greater detail the names of the markings on the track and in particular their purpose. (eg the 200 metre rule)
- The danger of 'overlapping' wheels.
- The importance of 'riding smoothly'
- Indicating before moving.

## Suggested exercises:

The following list is a guide to what exercises can be useful to progress riders through the first session. The delivery and amount of exercises that can be performed depends to a large extent on the competence or experience of the riders and of the amount in the session.

- Stopping and starting on the infield area or in a safe area off the track.
- Starting at the fence and riding one lap and stopping at the fence.
- Riding one lap in a single line (no overtaking) and returning to the finishing straight and stopping at the fence.
- Riding a single line and changing every half lap. Maintain the pace of the slowest rider and ensure 'observation' rules are obeyed.
- Ride in pairs, changing every half lap. Maintain the pace of the slowest rider and ensure 'observation' rules are obeyed.
- 'The Snake'; ie follow the leader riding 3 bike lengths apart.
- If there are sufficient riders split them into two groups. Have them ride a half lap apart and have the leading rider catch the opposite group on a given signal. Riding close together in a line

## Assessment criteria:

Riders ability is assessed based on their bike handling skills and their ability to ride safely at speed. The CiC must make an empirical decision based on the rider's performance in some or all of the following exercises. The tables below may be of some assistance to the CiC.

### Skills:

Exercise	Measure of success
Figures of 8	Rider should be able to turn smoothly without interfering with other riders and avoiding riding over the cones
Picking up bottles	Rider should be able to ride slowly and pick up a drinking bottle placed on the 'high side' of the track
Standing Start	Rider should be able to start smoothly without interfering with other riders and hold his line.
Laps out of the Saddle	Rider can smoothly get in and out of the saddle while holding their line.
Contact drills on the grass	Rider should be able to maintain control of the bike after making physical contact with another rider
Weaving between riders	Rider should be able to start from the back of a group and weave in and out without endangering themselves or the other riders

### Speed:

Exercise	Measure of success
Chasing a group half a lap ahead	Also called 'Line Lapping'. The rider should be able to leave the group at maximum speed and maintain a line while trying to catch the group half a lap away.
Seated accelerations off banking	The rider should be able to accelerate smoothly from the top of the banking in a seated position to the sprinters lane.
Seated acceleration on sprinters lane	The rider should be able to accelerate smoothly into the corner on the sprinters lane and hold a line.
Team Pursuit changes	The rider should be able to change smoothly at speed with a group of four riders without endangering any riders.
Mock Racing	Rider can safely ride in a group in a controlled race environment.
Flying 200	Rider understands the correct line to take and does not 'drift' up the track on the bend

## Session 2

The objective is to assess if the 'accreditees' have sufficient skill to take part in a session where they will be 'riding under pressure' This will involve taking part in a training session with skilled riders. The CiC will ensure that the 'accreditees' can be easily identified by both the coaches and the other riders. If the coach is not happy with the skill level of the rider or riders and feels they might be jeopardising the safety of others they should try to discreetly remove the rider from the group and devise some method of improving their skills. In extreme cases it might be prudent to advise the rider to re-do progression 1 otherwise attendance at another training session might suffice.

When this session is completed the CiC is happy with the level of competence of the rider he can sign off the rider and a 'pink slip' will be given at the next session.

### Suggested exercises:

These exercises may be added to the training session to help improve rider's skills. They can be done during recovery / rest periods to give riders a break and to introduce an element of fun into the session.

- Riding while looking behind
- Weaving between riders.
- Take one hand off the bars (left off then right)
- Riding side by side with hand on shoulder of other rider.
- Contact drills riding between cones, with a reducing gap between the cones.
- Picking up bottles
- Pursuit up and over's (at speed)
- Riding the track in the reverse direction.



## **Registration:**

When a rider has successfully completed all stages of the Accreditation process the CiC should email their details to [registration@trackcycling.ie](mailto:registration@trackcycling.ie) as they will be included in the National Register of Accredited Riders.