

## **Guidance for Ride Leaders when an unaccompanied minor is present.**

This guidance is to reassure all ride leaders of good practice when leading a minor on a road ride, to promote safety and fun for all participants.

- You should have prior knowledge that an unaccompanied minor (age 16-18) is joining your ride.
- Confirm that a risk assessment has been carried out for this ride and be aware of any adjustments that you may need to make for a less experienced rider, especially on very busy roads etc
- Introduce yourself to the young person before starting the ride.
- Make sure you have their mobile number and that of a parent or guardian who will be available in the event of an emergency.
- Minors must have a roadworthy bike and wear a helmet.
- If you believe that they may or have placed themselves or others in danger through their behaviour, poor skills or equipment then discuss this with the young person if you are comfortable doing so, and their parents and the club Ride Coordinator. Take appropriate steps to keep everyone safe
- Make sure you know if and when they may be turning off the ride, and with whom if anyone. This needs to be agreed beforehand, with their parents.
- Make sure there is a nominated responsible adult who will “look out” for them and stay with them in the event of being dropped, a mechanical or accident, or other incident. The responsible adult needs to have all the contact details too. This person must stay with the child until the end of the ride, collection by an a parent, pre-agreed end or responsibility is given to the emergency services.
- The responsible adult does not have to be you as you are already taking care of the group. Another competent and willing suitable adult can be nominated.
- If this nominated person is the same every week then the Club will need to organise a DBS for them.
- If there is an incident of any kind contact the parents by telephone, text or email. And contact emergency services if needed.

- Send details of any incident to the Safeguarding Officer as soon as possible. You can use the form Reporting Form for Concern Involving a Child or Adult at Risk or send an email with the details, date, time, place, name (yours, child's, nominated adult anyone else involved) details of event, action taken, confirmation of parents informed.