

Marshal Guidelines

First Day

- You'll be supplied with safety vests by the event controllers. Please return them in person to the event controllers at the conclusion of the ride in Busselton, or after your marshalling duties are finished.
- Each group has two or three marshals. For better group control, the marshals should ride within different parts of the group (i.e. one near the front and one near the back, except during rotations)
- Each group will also have an allocated head marshal for each day, who will oversee the group and make sure the day runs smoothly.
- For each leg, groups might be adjusted to keep sizes fairly even.
- Explain:
 - This is **NOT** a race, and that while you need to pay attention to what's happening in front of you, you must ride according to the people behind you.
 - You are riding at the pace of the **slowest** member of the group.
 - If a gap develops between you and the riders behind, it is everyone's responsibility to slow down the riders ahead so the others can catch up.
 - As soon as you notice a gap, call out to the front riders to slow down.
 - Stress that riders must keep **at least 6m back** from the lead support vehicle.
 - Remind riders that we have prizes for outstanding efforts of various kinds, e.g. kindness, stupidity, helpfulness

Each Day

Start of the Day

- Introduce yourself to support drivers. They will be able to provide you with any relevant information.
- Introduce yourself and explain your role to your riders.
- Read out key instructions on the marshal guidelines
- If possible, the stop points should be decided before heading off.

End of the Day – Debrief

- Marshals and support drivers meet to discuss any issues encountered during the day immediately after arriving at overnight stop.
- If the issues relate to group dynamics rather than isolated incidents, ensure the marshals for the next day are told of the issues.
- If required, a debrief of all marshals (as well as drivers and event controllers if required) can be held.
- Marshals changing groups should inform incoming marshals of the dynamics that are most affecting the group.
- Marshals changing groups are to advise their new support driver. Groups are designated by colour and the support vehicle will display their relevant colour.

Throughout the Day

- Marshals should liaise with support drivers to ensure the route is known, all known hazards are discussed, and that there are adequate provisions for each leg.
- Enforce rider guidelines.
- Advise cyclists of any problems you've noticed about their bikes. If the bike is unroadworthy, the rider may be required to repair or retire.
- You need to exercise your authority. You and the support drivers are primarily responsible for your group's safety and wellbeing, including how stretched out the group is. Ensure the group ride as a coherent group.
- Emphasise safe riding practices such as warning of hazards through hand signals and calling out.
- Urge riders to use smooth actions to avoid hazards – avoid sudden braking and swerving. Also make sure riders do not do things like riding into the gravel to do skids.
- If the group chooses, and the conditions permit, try rotations so that lead riders get some time away from the front of the pack. This also creates great opportunities for riders to chat to each other.
- All incidents such as a fall, accident etc are to be reported to your support driver immediately. Incident reports are also to be filled out as soon as possible.
- In case of accidents, make sure you keep riders safe from further injury by removing them from hazards and/or divert traffic. Ensure injured cyclists are attended to.
- If there are time deadlines to be met, riders who get punctures may need to ride in the car until the next stop.
- Emphasise when coming out of corners and when going from single- to double-file, the acceleration of the lead riders must be gentle – do NOT sprint. Once the group has re-formed, the lead riders can **gradually** increase the speed.
- When going from double- to single-file, ensure riders move to the edge of the road (not to the middle) and ensure warnings are yelled as tail riders may need to almost stop.