



National
Outdoor
Leaders
Registration
Scheme

On-road Cycle Touring

REGISTRATION LEVELS AND ASSESSMENT REQUIREMENTS

NOLRS VERSION 2.2

October 2009

Outdoor Council of Australia

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Introduction

This document contains information on the minimum skills required to achieve Registration within the National Outdoor Leader Registration Scheme (NOLRS) at specific levels within the activity.

Additional documents are available at www.outdoorcouncil.asn.au that provides information about the Scheme and the registration process include:

- *NOLRS Registration Guide* - information about the registration requirements and process
- *NOLRS Re-registration Guide* - information about the re-registration requirements and process
- *Application for Registration*
- *Application for Subsequent Registration*
- *Application for Re-registration*
- *NOLRS Partnered Assessment Providers* - a guide for organisations that conduct assessment of outdoor leaders, detailing how to have their course outcomes recognised as equivalent to the skill and knowledge requirements of the NOLRS

What is Cycle Touring?

Cycle touring involves the non-competitive journey-based activities on self-propelled bicycles using formed roads either sealed or unsealed in urban or rural environments.

The following registration levels are available within the NOLRS within the activity of On-Road Cycle Touring:

- On-Road Cycle Tour Guide (Day Tours)
- On-Road Cycle Tour Guide (Overnight and Extended Tours)
- On-Road Cycle Tour Instructor

On-Road Cycle Touring Registration Levels and Description

On-Road Cycle Touring registration levels apply to leaders who conduct cycling activities on roads classified as a formed road. This includes moderate to steep gradients, heavy traffic, built up areas, rural and open roads, weather affected roads (wet, windy), narrow and/or major roads that are sealed or unsealed surfaces.

On-Road Cycle Tour Guide (Day Tours)

A person designated as an On-Road Cycle Tour Guide (Day Tours) possesses relevant outdoor activity specific skills, knowledge and experience to lead or guide clients in On-Road Cycle Touring. There is no intention of imparting skills or knowledge to clients beyond that which is necessary to enable their safe participation in the activity. At the end of a session or program with a guide, the intent is not for the client to have acquired the skills to independently participate in the activity.

An On-Road Cycle Tour Guide (Day Tours) has the skills, knowledge and experience that enable them to work autonomously within a defined range of skilled operations. These should involve known routines, methods and procedures, where minimal discretion and judgement is required in the selection of equipment, services or contingency measures and within known time constraints.

These guides may work within clearly defined contexts conducting on-road, day, cycle touring activities acting according to clearly defined Standard Operating Procedures and relevant documented guidelines. Persons with this level of leader registration may only conduct day cycle touring activities at on-road locations and may also work as an assistant with a more experienced leader in potentially non-routine or more complex activities and programs (eg. with “at risk” clients, overnight tours).

A On – Road Cycle Tour Guide (Day Tours) has the knowledge, skills and experience that enable them to:

- Plan for minimal environmental impact
- Undertake risk analysis of activities
- Apply on-road cycling skills
- Plan and Guide outdoor recreation sessions
- Follow defined Occupational Health and Safety policy and procedures
- Facilitate groups and deal with conflict
- Respond to emergency situations
- Select, set up and maintain a bike
- Plan and navigate routes
- Guide on-road cycle tours

On-Road Cycle Tour Guide (Overnight and Extended Tours)

A person designated as an On-Road Cycle Tour Guide (Overnight and Extended Tours) has the skills, knowledge and experience that enable them to work independently within a variety of settings and contexts. Leadership and guidance are involved when organising activities of self and others, as well as contributing to technical solutions of a non-routine or contingency nature. A person at this level of leader registration may perform a broad range of skilled applications including the evaluation and analysis of current practices, development of new criteria and procedures for performing current practices and provision of some leadership and guidance to others.

On-Road Cycle Tour Guide (Overnight and Extended Tours) may work independently at a broad range of venues with a variety of different client groups. Persons with this level of

registration should be able to apply their skills and knowledge to a broad variety of cycle tours, and should be able to deal with non-routine situations.

A On- road Cycle Tour Guide (Overnight and Extended Tours) has the knowledge, skills and experience of a On Road Cycle Tour Guide (Day tours) as well as additional skills and experience including

- Apply overnight cycling tours
- Plan outdoor recreation activities (advanced)
- Use and maintain a temporary or overnight site
- Apply overnight cycle touring skills

On-Road Cycle Tour Instructor

A person who facilitates skill transfer or development to clients in order that they may participate, guide or instruct independently. This requires the instructor to be able to transfer required skills and knowledge, apply a variety of appropriate instructional strategies, and assess participant's skill and knowledge acquisition during and at the end of a program or session.

A person designated as an On-Road Cycle Tour Instructor within the National Outdoor Leader Registration Scheme has the skills, knowledge and experience to instruct clients in order that they may acquire on-road cycle touring skills or on-road cycle tour guiding skills to enable independent operation.

These Instructors may instruct clients to achieve the following outcomes:

- Cycle touring participant (on-road) for day or overnight/extended trips
- Cycle touring day tour guide (on-road)
- Cycle touring overnight and extended guide (on-road)
- Cycle touring instructor

A On- road Cycle Tour Instructor (Overnight and Extended Tours) has the knowledge, skills and experience of a On Road Cycle tour Guide (Overnight and extended tours) as well as additional skills and experience in training and assessment. A person at this level of competence may instruct clients to enable them to:

- Train small groups
- Instruct overnight and extended cycle tours
- Instruct cycle touring skills

Cycle Touring Skill, Knowledge and Experience Requirements

On-Road Cycle Tour Guide (Day Tours):

Critical aspects of an On-Road Cycle Tour Guide's skills, knowledge and experience to conduct day tours include:

- Ability to identify, and plan for, basic requirements of a day cycle tour (ie. equipment, food, water, clothing)
- Knowledge of first aid procedures relevant to cycle touring on roads when assistance is readily available using routine communication techniques (mobile phone, radio)
- Ability to respond to emergency situations relevant to a day cycle tour on roads
- Facilitation of a group including conflict resolution strategies
- Knowledge of, and compliance with, relevant Occupational Health and Safety requirements.
- Ability to follow workplace procedures for hazard identification and risk control and apply risk analysis principles in a cycle touring context

- Knowledge of, and compliance with, relevant laws and legal requirements
- Knowledge of environmental impact issues and minimal impact procedures and an understanding of their application to an on-road cycle touring activity
- Ability to apply and interpret weather information relevant to a cycle touring activity
- Knowledge of on-road cycle touring equipment (advantages, disadvantages and limitations of bicycle design, Australian and international standards applied to safety equipment, manufacturer's recommended use and accepted industry best practice or recommendations)
- Ability to maintain client's physical and emotional safety during an on-road cycle tour and select cycling equipment (from a limited range provided) appropriate to the situation and clients
- Knowledge and demonstrated ability to safely negotiate an on road cycle touring route ensuring bicycle control over moderate to steep terrain in a range of weather, terrain and traffic conditions, maintaining correct position to avoid collision and maintain group cohesion
- Ability to maintain efficient riding posture, pedal cadence, gear selection, weight transfer and balance over varying conditions and equipment loads
- Knowledge of rider etiquette to other cyclists, vehicles and pedestrians
- Ability to conduct pre-trip checks and necessary maintenance including ensuring correctly proportioned frame size, adjustments to brakes, gears, seats, wheel alignment, wheel bearings, handlebars and load carrying equipment
- Ability to replace cables, chain, tyres/tubes and bottom brackets in the course of a cycle tour using tools and spare parts specific to cycle touring
- Knowledge of storage and maintenance requirements relevant to on-road cycle touring equipment
- Ability to assess clients' ability and set appropriate group objectives, brief clients and establish effective communication methods appropriate to the route, participants and terrain
- Ability to complete post-trip reports and maintenance in accordance with organisational policy's and procedures
- Ability to interpret road maps and navigate pre-determined routes on formed roads and tracks and identify alternative route in case of emergency situations

An applicant seeking registration must have verifiable evidence of guiding a minimum of three (3) on-road cycle tours of up to a day's duration with different client groups in the last 12 months.

Newly trained outdoor leaders require verifiable evidence of a guiding a minimum of six (6) cycle tours of up to a day's duration.

On-Road Cycle Tour Guide (Overnight and Extended Tours)

Critical aspects of an On-Road Cycle Tour Guide's skills, knowledge and experience to conduct Overnight and Extended Tours include the critical aspects for an On-Road Cycle Tour Guide (Day Tours) skills, knowledge and experience **PLUS:**

- Ability to select suitable overnight camping areas, removing, reducing and/or avoiding hazards where identified
- Ensure common hygiene practices are adhered to and the consequences of unhygienic practises are identified to clients
- Ability to establish suitable shelter taking into consideration prevailing weather conditions, in a manner so as to minimise environmental impact
- An awareness of minimal impact procedures and an understanding of their application to an overnight/extended on-road cycle touring environment

- Ability to select, safely load and maintain equipment required for overnight/extended cycle touring including loading of bikes, attachment of panniers and packing to achieve appropriate weight balance
- Ability to maintain client's physical and emotional safety during an on-road overnight and extended cycle tour by selecting appropriate cycling equipment, monitoring weather conditions, assessing clients' ability in relation to objectives and providing risk and conflict management as appropriate to the situation and clients
- Ability to coordinate an emergency response
- Ability to provide leadership to groups and communicate decisions relating to the activity where appropriate
- A knowledge of, and ability to apply, effective risk management strategies in an on-road cycle touring context

An applicant seeking registration must have verifiable evidence of guiding a minimum of three (3) on-road cycle tours, each of a minimum of two (2) day's duration, with different client groups in the past twelve (12) months

Newly trained outdoor leaders require verifiable evidence of a guiding a minimum of six (6) cycle tours each of a minimum of two (2) day's duration.

On-Road Cycle Tour Instructor

Critical Aspects of an On-Road Cycle Tour Instructor's skills and knowledge include aspects of an On-Road Cycle Tour Guide (Overnight and Extended Tours) skills, knowledge and experience **PLUS:**

- Ability to plan and conduct instructional sessions in a suitable location with a sequence appropriate to the clients' existing level of skill and desired outcomes, to access and utilise resources appropriate to the session to aid the acquisition of skills.
- Ability to communicate clearly to clients the aims, expectations, limitations, equipment use and safety measures required during the instructional session.
- Ability to apply teaching techniques appropriate to the learners' needs and abilities (including demonstration, verbal instruction, practise sessions and further instruction where necessary) and to use strategies to check skill acquisition during the session and prior to assessment.
- Knowledge of the requirements of an instructor in potentially complex and challenging on-road cycle touring situations
- Ability to introduce and conclude the learning sessions appropriately through the use of warm-up, cool down, icebreakers also self, peer and instructor assessment activities to ensure skill acquisition.
- Ability to teach by demonstration and theory on road riding skills. (Appropriate to required learning outcomes – at participation, guide or instructor level)

Knowledge and skills including:

- Minimal impact camping code to ensure protection of environment
- Fluid and nutritional requirements in order to maintain health during activity
- Planning in order to calculate food, water, clothing and equipment requirements for day and/or overnight cycle tours
- Cooking on portable cooking systems
- First aid, emergency response and rescue procedures appropriate to on-road cycling in various locations
- Principles of clothing selection, eg. layering effect and other factors affecting appropriate selection

- Sources of weather information, how to interpret weather information and the potential effect for on road cycling
- Camp craft practices to provide and maintain suitable overnight sites
- Advantages and disadvantages of different equipment and factors affecting appropriate selection for the anticipated road and weather conditions
- Packing and waterproofing techniques in order to protect personal and group equipment
- Cycling techniques including posture to avoid injury, maintenance of pedal cadence (70-90/min), adapting technique to allow for changes in terrain and gradient and efficient use of gears across varying terrain and gradient. Also shifting of weight during ascent, descent, steering and braking. Pedalling out of the saddle, maintaining balance whilst riding over bumps and potholes. Turn 90 degrees at 15km/h whilst maintaining 1-2m clearance from left side of road
- Potential hazards that may be encountered whilst cycling on-road (general and location specific) in order to undertake appropriate risk management
- Permit requirements and restrictions on group size.
- Map reading and route planning, distance estimation and selection of emergency evacuation routes
- Awareness of personal actions affecting safety of self, others in the group and other cyclists and road users including safe group riding techniques
- Maintenance of equipment before, during and after the activity to ensure prolonged life. Including pre-trip checks for correctly proportioned frame size, adjustments to brakes, gears, seats, wheel alignment, wheel bearings, handlebars and load carrying equipment
- Replacement of cables, chain, tyres/tubes and bottom brackets in the course of a cycle tour using tools and spare parts specific to cycle touring

An applicant seeking registration must have verifiable evidence of instructing cycle touring skills to a minimum of three (3) different client groups in the past twelve (12) months.

Newly trained outdoor leaders require verifiable evidence of instructing on-road cycle touring skills to different client groups in a minimum of six (6) different sessions.