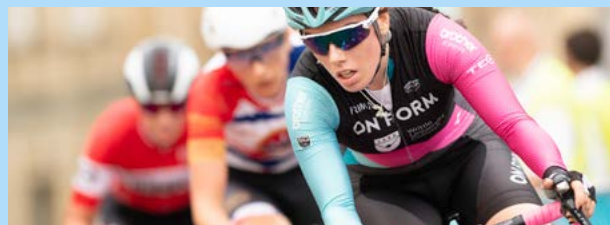


The Way Forward

Planning a safe return to cycle sport events

July 2020



“ Today we are pleased to publish our action plan for a safe return of cycle sport events in England from August 1st.



While we have been fortunate enough to retain our ability to cycle throughout the pandemic, I know that for our event organisers, riders and officials nothing quite matches the cut and thrust of racing, and I want to thank you for the patience and understanding you have shown while we have developed our plans.

The team have worked incredibly hard in recent weeks to interpret the guidance from DCMS and bolster our own resources and processes to demonstrate that we can safely resume many of our disciplines and race formats.

However this work does not end here, and we will continue to develop our planning and monitor changes in Government guidance in the months ahead to ensure that we are prepared to resume further events – notably road racing – as soon as the time allows.

We know that a return to racing is dependent on the hard work and support of our event organisers, and through this guide we have sought to provide them with the confidence and tools to deliver their events safely within the current restrictions. As always, our team are on-hand to support with any queries or concerns you may have, so please do email events@britishcycling.org.uk if there's anything you'd like to discuss.

See you at the finish line.

Dani Every
Cycling Delivery Director
British Cycling

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1. Introduction

As part of a gradual return to activity, we're ready to support the re-introduction of competitive cycling events in line with UK Government guidance. For cycling, some disciplines and formats present a lower risk than others and are better suited to an earlier return with or without adaptation. This may initially mean smaller-scale races, with more flexible event formats and conditions.

This cycling-specific plan addresses the key considerations and factors required to mitigate against the risks of transmission prioritising a safe return to activity for all participants. This is through the practical application of social distancing and hygiene measures at cycling events and the introduction of Covid-adaptations for activities in which social distancing cannot be achieved at all times.

This guidance will evolve as we move through the stages outlined in [The Way Forward](#) – June 2020, and you should note that the guidance contained in this document is currently applicable to England only. You can find the most up-to-date guidance for riding in Scotland [here](#) and in Wales [here](#).

The guiding principles of [The Way Forward – June 2020](#) still apply for the resumption of events. These are:

1. Ensuring any activity can meet the Government guidance in place at that time
2. Taking responsibility: Activity providers, clubs, coaches, leaders, facility operators, owners, organisers and participants must consider safety first, particularly minimising the risk of transmission and the risk of injuries which place further pressure on the NHS
3. Communicating clearly and consistently to all involved in the activity
4. Retaining flexibility
5. Careful and responsible planning and risk assessment

As per [The Way Forward – June 2020](#), the resumption of different types of events will be defined by:

- Social distancing requirements, including group size threshold
- Format of the activity
- Required safety and hygiene controls
- Any additional controls, such as local lockdown measures
- Risks associated with droplet transmission (duration and proximity of participants), fomite transmission (handling and transferring of equipment) and population (the likely number of participants taking part).

In addition, for cycling events, there will be additional considerations of:

- Financial viability
- Amenability of landowners, facility operators and local communities
- Availability of personnel for key volunteer and trained official support roles

Quick links

[British Cycling Technical Regulations](#)

[Event Organiser guidance](#)

[British Cycling licence requirements](#)

To put this work into context, the diagram below identifies where this toolkit aligns with our six stage model for cycling activity.

	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6
Description	Non sanctioned activity, riding solo, or with people in your household	Non sanctioned activity, riding solo, pairs and small groups	Sanctioned club and group activity and recreation programme led rides	Sanctioned club and group activity and events (i)	Sanctioned club and group activity and events (ii)	Return of all sanctioned activity
Date permitted from	23 March 2020	1 June 2020	18 June 2020 (4 July for recreation programme led rides)	Racing from 1 August Increase in coaching group size and 'one metre plus' for group rides from 23 July	Unknown	Unknown
Group size	Alone or with those from your household	Up to 6 1:5 coach to rider ratio	Up to 6 for club, group and recreation programme rides 1:5 coach to rider ratio	Race/event field sizes determined by risk assessment Coaching sessions max 30 Club and group rides max 6	Increase in group size threshold tbc	Unlimited
Social distancing and hygiene	2m : must be adhered to Hygiene protocols in place	2m : must be adhered to Hygiene protocols in place	2m : must be adhered to Hygiene protocols in place	'One metre plus' acceptable for coaching sessions and group riding See additional guidance for racing	Unknown Hygiene protocols remain	Some Covid-19 protocols may still be required
Where?	Open access roads, bridleways, trails No facility use	Outdoor facilities can be open for recreational or small group club activity in line with government/ BC guidelines Open access roads, bridleways, trails	Outdoor facilities can be open for recreational or small group club activity in line with government/ BC guidelines Open access roads, bridleways, trails	Outdoor facilities can be open for recreational, group and club activity and some forms of racing up to a regional level in line with government/ BC guidelines Open access roads, bridleways, trails	Outdoor facility use plus wider indoor facility access in line with opening of leisure and sport facilities	Any indoor or outdoor cycling environment
Coaching, Leading & Instructing	Not permitted	Online coaching 1:1 sessions 1:5 Small group sessions Multiple groups allowed	Online coaching 1:1 sessions 1:5 small group sessions Multiple groups allowed	Coaching sessions now possible for up to 30 people (including coaches). Should follow 'one metre plus' and other BC guidance for coaches, leaders and instructors	Face to face coaching up to max group size	All permitted up to max group size
Competition & Racing	Not permitted	Not permitted	Not permitted	Return of some competitive event formats, in line with BC guidance on return to events No road racing or sportives at this stage	Return of all competitive and non competitive events in line with guidance	All racing resumes
Spectating	Not permitted	Limited and discouraged	Limited and discouraged	Permitted in line with BC guidance on return to events	Spectating allowed	No restrictions

2. General event guidance

2.1 The purpose of this guidance is to support and enable the resumption of competitive cycling events by minimising the transmission risk of Covid-19.

2.2 This guidance can be used to support competitive activity in a controlled environment.

2.3 Below is a summary of the current UK Government guidelines and our position in relation to competitive and non-competitive cycling events in an outdoor environment:

2.3.1 Stage 4 of our process to reintroduce all cycling activities, which will begin on Saturday 1 August, will mark the beginning of the reintroduction of club, inter-club and regional racing, within certain guidelines for some disciplines and formats.

2.3.2 This framework is designed to minimise the Covid-19 transmission risk while taking part in cycle sport events, and enable participants and volunteers to make an informed decision about their own risk.

2.3.3 DCMS have asked NGBs to base their risk calculation around three factors: droplet transmission, fomite transmission and population. By eliminating the need to share equipment (fomite transmission) and limiting the number of participants and personnel on the event site (population), we are able to significantly reduce the risks attached to the second and third factors.

2.3.4 Our plan is based on the Government's '[Organising outdoor sport and physical activity events](#)' guidance, which provides general guidance to support event organisers to deliver their activities in a Covid-secure manner.

2.3.5 We have based our assessment of the risk of droplet transmission on a discipline by discipline basis using Appendix 1 of the Government's [Return to recreational team sport framework](#). Many cycling events present only a low risk and therefore require no changes (during the competitive activity). This is because riders are not 'face-to-face' for the vast majority of the competition and because in many cases close proximity contact (defined as 0-1m) is only fleeting (defined

as < 3 seconds). Where event formats carry a medium risk, organisers will need to implement mitigation measures, which are suggested throughout this document. Discipline-specific mitigations are included in [Section 7](#).

2.3.6 We advise all event organisers to consider if the event they are planning is possible within the guidelines. If you are not comfortable delivering an event under the current conditions, for example if you feel some measures would be difficult to implement, please do not resume your activities at this stage.

2.3.7 These guidelines cannot cover every eventuality and it is our collective responsibility to ensure appropriate measures are put in place to keep participants, volunteers and the public safe. Participating in cycling carries an inevitable degree of risk, and while being mindful of the additional guidelines regarding Covid-19, participants should not lose sight of the normal safety considerations relating to participating in cycling which continue to apply and must be complied with.

2.3.8 The guidelines have been created to help enable a return to cycling events in a variety of forms and settings, and therefore the approach is overarching rather than prescriptive to each situation. We have however added some discipline-specific examples and clarifications ([see Section 7](#)) as well as links to supplementary resources and support mechanisms.

2.3.9 These guidelines may be changed at any time to ensure compliance with UK Government and local guidelines, and to incorporate best practice examples as we innovate and learn more about safely delivering events under the restrictions.

2.3.10 Our facility guidance and guidance for coaches, ride leaders and clubs/groups can be found [here](#).

2.3.11 Please note that current Government guidance on physical activity does differ between England, Scotland, and Wales. This guidance is currently relevant for England only. You can find the most up-to-date guidance for riding in Scotland [here](#) and in Wales [here](#).

2.3.12 All events should ensure that they comply with the relevant British Cycling safeguarding policies and procedures, which can be found [here](#).

2.4 Insurance

British Cycling insurance applies to all registered events and activities provided that the event or activity complies with UK Government guidelines, this cycling-specific plan and all other usual British Cycling guidelines and regulations. Failure to adhere to these guidelines and regulations could result in your event or activity's insurance being invalidated.

3. Planning your event

There may be a variety of personnel involved in staging a cycling event, depending on its scope and scale, and many will need to consider a wide range of external stakeholders. This can be captured in a simple organisational chart. Here we focus our guidance on the key roles of the event organiser, the officials and volunteers, and the participants.

3.1 Event Organiser

As well as the normal event management responsibilities, the event organiser has overall responsibility for ensuring that all the Government and British Cycling guidelines are adhered to at their event and ensuring that the event plan and delivery are Covid-secure. The event organiser should ensure that they are aware of any changes made to the Government guidance and be ready to adapt or, if necessary, cancel/postpone the event if the event cannot adhere to the guidance.

3.1.1 General considerations

In general, the event organiser should:

- Not deliver an event (or act as a delegate organiser) if they have Covid-19 symptoms, or if someone in their household does. Event organisers in the extremely vulnerable category should consider and perhaps modify the nature of their role on the day. The event organiser should consider appointing a suitable deputy who may be able to take on their responsibilities if they are unable to do so.
- Ensure that the risk to themselves, event officials, participants and anybody else involved with the event is minimised with appropriate mitigation measures.

- Play the lead role in ensuring that the relevant hygiene and social distancing requirements are adhered to. Organisers should ensure that reasonable quantities of hygiene products and stations are provided, and the NHS guidelines for hand hygiene can be found [here](#).
- Be aware of changes to local and Government guidance and be prepared to adapt their event accordingly.
- Assess whether the event is financially viable for them, and consider any impact on the local community as well as public health. We have provided tools and resources to support this (see [3.1.2](#)).
- Ensure that the event location and format is suitable for the scale of event they are planning to run, and that appropriate capacity exists to accommodate movement of all persons on site within social distancing requirements. This may include the use of designated areas with strict capacities, or one-way systems.
- Consider options for changing the format of the planned event from what you might deliver as standard. Some examples of types of adapted event formats, and their relation to the [Technical Regulations](#), can be found in [section 7](#) of this document.
- Carefully consider whether aspects of an event village format are possible within the guidelines. This may include looking for alternative ways to service a sponsor, and ensuring participant expectations are set via information provided in advance.
- Review the duration of time that attendees may spend at the event. For example, a reduction in time at an event/venue may reduce requirements of access, egress, and use of ancillary facilities.
- Consider the demands of the activity, looking to reduce risk of incidents and injury and the need for First Aid or emergency treatment. This may include consideration of the environment, technical features, and course design.
- Review proposed location and scale of event in consideration of transport and travel requirements of all attendees.
- Consider early the availability of the event resources, officials and volunteers required to deliver the event.

- Ensure that a quality event experience can still be delivered that provides value to participants.
- Ensure that all relevant permissions have been received for the event and are valid at the time of the event (e.g. landowner, British Cycling, police, facility management, local authority), recognising that permissions may change at short notice. Land or venue owners must be comfortable with all measures proposed including use of any ancillary facilities and associated hygiene and social distancing arrangements. Guidance for facility operators can be found [here](#).
- Ensure that all event officials and other volunteers, as well as the participants themselves, are adequately briefed on their roles, behaviours, and any specific considerations related to the new guidance. This must be reinforced on the day. This should include giving officials and volunteers the authority to instruct those within the event to maintain social distancing should they feel that the guidance is not being adhered to. All attendees should be aware of and comfortable with the organiser's measures before taking the decision to participate.
- Ensure compliance with all relevant [British Cycling Technical Regulations](#) and event organiser guidelines that apply at the time of the event. Further information about event formats and their relation to the [Technical Regulations](#) can be found in [Section 7](#) of this document.
- Register the event as normal with British Cycling via the event organiser dashboard on the British Cycling website.
- Ensure that all attendee details that may be required for the UK Government's 'Test and Trace' system are retained for the required time period. More information on this can be found in [Section 6](#).
- The event organiser must not proceed with organising the event if they do not feel that it is safe to do so.

3.1.2 Risk Management Tools and Assessments

- We have provided two resources to support an event organiser's assessment of event viability and help to identify additional measures that might be required. These are available via the [Event Organiser resources page](#) on the British Cycling website.
- [Covid-19 Event Planning Tool](#): This is a tool which organisers are encouraged to use to help assess the viability of the event and to determine which mitigation measures should be implemented in order to reduce the risk to those involved with the event. This document will also support the organiser to assess the impact of the event on social perceptions and also with financial considerations.
- [Covid-19 Supplementary Risk Assessment](#). Event organisers should use this to outline what action is being taken to mitigate the risk of Covid-19 affecting those involved with the event, and ensure that it is delivered in a Covid-secure environment. This should also convey how the organiser will oversee compliance with this guidance during the event.
- The event organiser must submit a copy of the Covid-19 Supplementary Risk Assessment at least seven days in advance of the event.
- The event organiser will still be required to plan the event and produce all standard documentation, as well as complete an event and any event headquarters ('HQ') risk assessment prior to the event, as would normally be the case (see [3.1.3](#)).

3.1.3 Registration and approval of an event

Event Organisers should register their event using the organiser dashboard on the [British Cycling website](#). Organisers new to British Cycling will [need to follow a simple process](#) to gain access.

- Event organisers must consider the viability of their event up to and including the event day and take responsibility for cancelling events if UK Government and all other relevant guidance can no longer be met. They should ensure clear communications to stakeholders in line with their refunds policy.
- Approval for an event will be on the condition that all required risk assessments are uploaded using the event organiser dashboard at least seven days prior to the event. It is the event organiser's responsibility to ensure that all required risk assessments are uploaded as outlined in this

guidance. Organisers should continue with their assessment of risk up to and including the event day, using dynamic risk assessment as appropriate, and keeping appropriate records.

- Approval for an event is made on the understanding that Government guidance, including any clarifications issued by British Cycling, will be adhered to at all times. Approval can be rescinded at any time by the British Cycling Events Team should the circumstances around the event change, including any changes to wider Government, public health or local guidance. Should British Cycling be forced to withdraw the approval for an event the event registration fee will be refunded to the organiser upon cancellation.

3.2 Event volunteers, officials and participants

The Covid-19 Safety Officer is there to support the event organiser and wider team in the planning, implementation and monitoring of mitigation measures, not to take ultimate responsibility. In larger events, this may simply be a redefining of the Event Safety Officer role. In very small events, it may be appropriate for the event organiser to also fill this role themselves. More guidance is available in our FAQs for event organisers.

All event officials, volunteers and participants should:

- Ensure they are aware of and adhere to the latest Government and British Cycling guidelines.
- Those in the extremely clinically vulnerable category should monitor and follow specific Government guidance to determine if they can attend the event. Officials in this category are encouraged to play a role in any pre-event planning if able to do so.
- Read in advance, and listen on the day, to all event communications, and adhere to them accordingly. Be responsible for your own actions and how they may impact others, and do not attend if you are not comfortable with the arrangements in place.
- Take responsibility for their own hygiene at the event, by washing or sanitising their hands regularly, and practicing good respiratory hygiene (when coughing or sneezing).

- Take responsibility for their general behaviour at the event as defined in our [Behaviour Code](#).
- Support each other to adhere to the mitigation measures put in place at the event, recognising their duty of care to themselves and others present.
- Feel assured that the event organiser has considered mitigation and has provided the correct equipment to enable this.
- Adhere to social distance requirements at all times. In the rare instance that this is not possible (e.g. for safety or medical reasons) time spent in close proximity to anyone else should be minimised.
- Must notify the event organiser if they develop symptoms after the session so that other participants and event volunteers can be informed via 'Test and Trace' protocols. See [Section 6](#) for more details.

Specific considerations for officials and volunteers include that they should:

- Offer support to the event organiser in advance of the event, and with any post-event review, to ensure that learnings are taken ahead of future events. Pay particular attention when considering any new formats or alterations to 'normal practice'.
- Take responsibility for managing their own equipment and should not, where possible, share equipment.
- Not carry out an action that they are uncomfortable with or that they feel exposes them to undue risk. Rather, they should raise this concern with the event organiser at the earliest convenient opportunity and ideally in advance of the event.
- Communicate clearly to each other as a team, to participants and to other event attendees.

Specific considerations for participants include that they should:

- Bring and be responsible for their own equipment.
- Follow all instructions of event volunteers and officials.

4. Considerations

Before, during and after your event

Having outlined basic roles and responsibilities, the following guidance breaks down the things you should consider before, during, and after an event. The following general principles should be followed by all in attendance:

- Where possible, keep two metres apart from other people throughout your time at the event venue. Where it is not possible to be two metres apart, keep at least one metre apart and take mitigations to reduce the risk of transmission.
- Maintain high standards of hygiene throughout the event – take hand sanitiser, wash your hands and try not to touch surfaces.
- Do not spend more time than necessary at the event and where specific race times are allocated please plan your arrival accordingly.

4.1 Before the event

4.1.1 Event entries

- Where possible, organisers should enable participants to register and pay for the event in advance via the British Cycling website or an alternative online event registration tool. If organisers are planning to take payment on the day, they must ensure contact is minimised (see [4.3.1](#)).
- If allowing event entries on the day, payment via bank transfer or using contactless payment should be enabled and this should be communicated in advance. Where possible, cash transactions should be avoided.
- Cancellation policy and processes should be clearly outlined, including a clear policy on refunds for participants, at the point of entry.
- The event timetable should be designed to permit only as many people as can be admitted while social distancing is maintained at the event at

any given time. The event areas must be designed in order to maximise the available space for each participant and minimise the amount of time participants spend in proximity to each other.

4.1.2 Pre-event information

- Pre-event information should contain all standard event instructions, but also focus on ensuring that attendees are aware of the changes to what they might normally expect – including the type of event, transport arrangements and specific social distancing measures. Examples of this can be found in our event organiser FAQs document.
- Event organisers should provide comprehensive information on transport, reflecting things such as car parking arrangements and availability and relevant changes to public transport.
- The organiser should share as much information as possible with officials, volunteers, participants, and any other event stakeholders in advance of the event, and make clear the requirement for this to be read. This should include the [Behaviour Code](#). This will minimise the amount of information that an official, volunteer or participant will need to receive after arriving at the event. This may be in the form of an information manual, and can be communicated and updated via email and social media.
- All participants, officials, volunteers and spectators should know that they must undergo a self-assessment for any Covid-19 symptoms, which are: a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste. No-one should leave home for an event if they, or someone they live with, has symptoms of Covid -19.
- Participants should be made aware of any increased risk associated with taking part in activity, based on the risk assessment undertaken by the event organiser. They should also be strongly advised to comply with public health restrictions and avoid high risk behaviour outside the event setting to reduce the risk to their fellow participants when they do attend.
- In addition to event participants, organisers should continue to consider on an ongoing basis those others who might have an interest in the event, and ensure they are communicated with, consulted, and given an opportunity to feed back as appropriate. This may include local community groups, local authorities, other landowners or facility operators. All event participants should be mindful of their role in supporting good relations with external bodies through their behaviours.

4.1.3 Planning for good hygiene

Now more than ever, high standards of hygiene must be maintained, and while event organisers will take a lead role, participants should also take personal responsibility.

- While event organisers should make reasonable provision, event volunteers and officials, participants, and any other personnel present should be made aware that they should have access to their own hand sanitiser/alcohol wipes to meet personal need.
- The event team should work together to ensure that there is sufficient equipment to reduce the need for event volunteers and officials to have to share. Hands should be cleaned prior to and after using, setting up or taking down equipment.
- All event equipment will need to be cleaned after it has been used, and participants, officials and volunteers will need to ensure cleanliness of their own equipment.
- Camping at events is not permitted at this time.

4.1.4 Travel to and arrival at event

In consideration of how people will get to the event:

- The Government's best practice guide for travel, including details on public transport and car sharing, can be found [here](#) and should be reinforced to all participants, officials and volunteers in advance. Participants are encouraged to follow best practice for travel including minimising use of public transport and limiting car sharing. Promote the opportunities to walk or cycle if possible. People from a household or support bubble can travel together in a vehicle.
- Time spent congregating at a venue before activity begins should be strictly limited. Meet-up times should reflect this. This includes arriving changed and ready to begin any warm-ups/practices. Exceptions may be made where safety and safeguarding measures require this, for example supporting disability athletes.
- Access to the location and any parking protocols will need to consider social distancing requirements. A waiting area or additional marshals may be required, or if appropriate, participants should be dropped off and picked up.

- Social distancing should be maintained at all times. Potential pinch points such as narrow entrances, gates and parking areas should be identified and managed.
- The event organiser should help event volunteers, officials and participants to stay local by supporting them to cycle or walk to the event where possible.
- Hand washing facilities/hand sanitiser should be available upon arrival at and departure from the event, and should also be used by event volunteers, officials and participants before any common points of contact (ie. event registration, ancillary facilities).
- Events may run over consecutive days, only if those events could be run on standalone dates.

4.2 Movement at event venues

- All venues must have entry and exit and parking arrangements to venues that ensure social distancing can be maintained.
- Venues must display the appropriate signage to facilitate this at all points throughout the facility and car park.
- Venues will implement traffic flow systems where possible and appropriate.
- Venues will outline socially distanced areas for riders, coaches, officials and spectators.
- Venues will ensure that all accessible provision within the site and the facility are available.

4.3 During the event

4.3.1 Event registration or waiting areas

When participants, officials and organisers arrive at the venue, they will need to confirm their attendance at a registration area.

- Event organisers will need to ensure all surfaces are clean and equipment is washed and dried prior to use.
- Event volunteers, officials and participants should be able to adhere to social distancing guidelines at all times in registration or waiting areas.

- Organisers should test their ability to take payment on the day if that is required. For example if using contactless technology, this testing should take place in advance to ensure any problems (ie. signal) are identified.
- All should take responsibility to ensure that the amount of time that participants wait is minimised, and consider temporary markings to demonstrate distancing requirements.
- Participants should be prepared to be self-sufficient, as it may not be possible to have an event village with mechanics, spares, or refreshments.
- Event organisers must clearly outline socially distanced areas for riders, officials and spectators.
- A physical signature is not required to confirm a participant's attendance at events to an event official. However, each rider should properly identify themselves and affirm their agreement to all guidelines, and also to confirm their health in line with Government guidelines and the nature of the event they are entering. This may be achieved via use of pre-event entry systems, use of bespoke apps that may have been developed or visual acknowledgement of a form of identification and acceptance of terms of entry.
- Event briefings and safety information should ideally be delivered in advance of the event, possibly by video message, and can be reinforced on the day.

4.3.2 Hygiene

- Event volunteers, officials and participants should wash or sanitise their hands regularly during the event.
- Event volunteers, officials and participants must practice good respiratory hygiene (i.e. when coughing or sneezing).
- The event organiser and designated officials should ensure all standard operating, health and safety and emergency First Aid guidelines are followed.

4.3.3 Equipment checks

- Equipment should be checked prior to use as required by the event type, and this should be achieved within social distancing and hygiene protocols. An example of this is gear restriction checks, where participants should be required to conduct the test under the guidance of an event official, so that only they are handling their bike.
- As a general principle, participants should bring their own bikes and related equipment and sharing should be avoided. Participants should not share 'full-face' helmets under any circumstances. Where equipment is shared, equipment must be cleaned before use by another person.

4.3.4 First Aid

- Event First Aiders may still be required to administer First Aid and should do so on a one-to-one basis (i.e. avoid groups gathering around).
- If a participant develops symptoms of Covid-19, they should stop taking part immediately and you should follow the 'Test and Trace' process outlined in [Section 6](#).
- Further details on First Aid can be found in [Section 5](#).

4.3.5 Refreshments

- Participants should ensure they have their own refreshments, food and labelled drinks bottles. These must not be shared.
- Refreshment providers may be open, but only if social distancing and hygiene measures have been assessed and agreed in advance. Any outside catering must only be considered with agreed protocols in place with the suppliers to ensure social distancing.
- While the event organiser should make general provision for disposal, attendees should take any waste home if possible.
- If essential to event safety/participant wellbeing, access to feed and drink stations should be provided in such a way that social distancing can still be observed by officials and participants. Mitigations should be put in place to ensure risks are managed as much as possible in these environments.

4.3.6 Use of facilities

- If using public or shared toilets, or any other facilities, all event attendees must follow the protocols set out by the operator and ensure social distancing and hygiene guidelines are adhered to.
- Participants should be encouraged to 'arrive ready' where possible to reduce the demand for ancillary facilities.

4.3.7 Course practice, warm-up and starts

- Standard processes for warm-ups may not be possible. Access to the course or a suitable designated area for practice will be set up to ensure that social distancing guidelines can be adhered to.
- Officials should avoid shouting while conducting the pre-event briefing, and the time spent conducting a briefing should be minimised (see [4.1.2](#) to assist with this).
- Event organisers must ensure that pre-start assembly areas, the start line and holding areas are designed so that participants do not need to assemble at the start of the event in a manner which conflicts with social distancing guidelines. The starting procedure may be adjusted to minimise the number of individuals in the same area. The time spent waiting to start and relevant briefings should reflect this. Sufficient space at the start area should be available for all event volunteers, officials and participants to adhere to social distancing requirements
- Event organisers should consider rolling start times to allow social distancing to be maintained.
- The capacity and density of the participants on the course should always allow for social distancing.

4.3.8 Spectators

- Spectators (including parents/guardians) should not congregate, and spectators should remain in designated areas as directed. Social distance rules will apply and crowding or congregation must be strictly avoided.
- There is an additional risk of infection in close proximity situations where people are shouting or conversing loudly. Spectators should therefore avoid shouting or raising their voices especially when facing each other before, during and after races.

- Spectator groups must be restricted to discreet six-person gathering limits and be spread out in line with Government guidance.

4.4 After the event

4.4.1 Event finish areas

- Event finish line areas should be designed in a way which enables finishers, volunteers and officials to maintain social distancing.
- After finishing the event participants should be moved on from the area quickly to prevent overcrowding.
- Event organisers should brief other event personnel who may use this area (ie. media) of their own responsibilities, and event volunteers should have the responsibility to remove people from the area if it becomes too crowded.

4.4.2 Results

- Results should be published online after the event.
- No results should be announced at the event to minimise crowding.
- No podium presentations should be carried out and any prizes should be distributed after the event.

4.4.3 Dispersal

- All event attendees should disperse as quickly as possible after the event.

4.4.4 Review

- British Cycling requests that all event organisers notify participants if they or any event volunteer develop symptoms after the session, and all participants and event volunteers should notify the event organiser if they develop symptoms after the event so that other participants and event volunteers can be informed. For more information see [Section 6](#).
- Following the event, a review of the mitigation measures implemented should be conducted by the event organiser with the support of the event's Covid-19 Safety Officer and key officials. Any changes required for subsequent events should be recorded. Taking feedback from participants and venue owners, and other local stakeholders, is also actively encouraged.

5. First Aid and medical support

The event organiser will need to ensure that appropriate First Aid cover is in place. This should be achieved through close liaison with appointed First Aiders and medical providers to agree best practice protocols for event day.

5.1 Protocols

- All participants, officials, volunteers and spectators must undergo a self-assessment for any Covid-19 symptoms, which are: a high temperature; a new, continuous cough; or a loss or change to their sense of smell or taste. No-one should leave home for an event if they, or someone they live with has symptoms of Covid -19.
- The event organiser and any medical providers should ensure that protective equipment (such as face masks) are available to First Aiders as appropriate for that event. Any event First Aiders with additional needs should consider making their own provision as they may already be doing on a day-to-day basis. More information on provision of injury treatment in sporting situations can be found [here](#).
- Event First Aiders should adhere to the current Government guidelines for first responders treating patients during the pandemic, which can be found [here](#).
- Those administering First Aid should ensure their own protection. A First Aid kit containing the appropriate equipment should be carried by the event First Aider(s) at all times.

5.2 Extension to First Aid qualifications

- All First Aiders and medical providers should have valid qualifications for their role.
- In line with current Health and Safety Executive (HSE) guidance, British Cycling has agreed that all First Aid qualifications (which meet the expected remit) which have expired on or after Saturday 1 February 2020 have been granted a temporary extension until Wednesday 30 September 2020. Once this date has passed a new certificate is required. More information from the Health and Safety Executive (HSE) can be found [here](#).

5.3 Injury management

- Event organisers, in conjunction with local NHS services, should ensure there are no detrimental impacts of staging the event on the wider community and healthcare systems.
- Injuries during the event should still be treated as participant wellbeing is paramount.
- Physios or their equivalent, should keep a record of each participant they have come into contact with for track and trace purposes.

6. Test and Trace, and the impact on data protection

There may be circumstances where you need to hold or share information relating to Covid-19 and those who have attended events. Data protection law should not be seen as a barrier to this, however it is important that any processing of data complies with the law.

The points below cover some frequently asked questions.

6.1 Level of data collection

Event organisers should support test and trace efforts by collecting written information on participants at all events. This must be detailed enough to allow NHS Test and Trace to contact all participants if a participant, official or volunteer becomes ill with Covid-19. These records must be kept for 21 days.

If there is a risk that individuals have been exposed to Covid-19 through your activities then you should inform those potentially affected. This should be kept to the minimum amount of information possible, for example, the name of the individual concerned should not be disclosed unless this is absolutely necessary and only those at risk of exposure will need to be informed.

6.2 GDPR compliance

Data protection laws allow for the sharing of personal data where this is necessary for certain permitted purposes, such as in the interests of public health. Disclosing relevant contact details to a member of the 'Test and Trace' team will not be a breach of the GDPR.

6.3 Precautions

As per the guidance, individuals should not attend events if 'they have Covid-19 symptoms, have someone in their household who does and are in the extremely vulnerable category or if they have been asked to remain at home by the UK Government 'Test and Trace system'. It is therefore not necessary for event organisers to proactively collect this information from their members. If a member has recovered from Covid-19 and is concerned that their ability to participate in activity is impaired, that member should seek medical advice.

6.4 Additional considerations

Covid-19 information constitutes health data and is therefore more sensitive than other types of personal information. When handling this type of data you should:

- Only collect information if it is necessary – 'just in case it might be useful later' is not a valid reason for holding data.
- Be clear about how the information will be used.
- Ensure that it is stored securely and only made accessible to those who need it.
- Keep the minimum amount of information required.
- Delete the information once no longer needed.

Where can I go for more guidance?

More information on the NHS Test and Trace scheme can be found [here](#).

British Cycling has a dedicated Data Protection Officer who can be contacted via dataprotection@britishcycling.org.uk

The Information Commissioner's Office (ICO) is the data protection regulator in the UK and you can find more guidance on their information hub [here](#).

7. Discipline-specific considerations

All event organisers must consider how the Government guidelines impact the viability of their event with regard to the Technical Regulations, its financial sustainability, the impact on local communities and the safety of event volunteers, officials and participants.

This section outlines some considerations that event organisers should make regarding the specific nature of each cycling discipline. These considerations are not exhaustive but are to help guide event organisers and support them in delivering the event. A summary can be found in the table below.

	BMX (outdoor only)	Cycle Speedway	Mountain biking (Endurance, DH and 4X)	Track (outdoor only)	Road Time Trial & Circuit	Cyclo-Cross
Event type	Club, inter-club Non ranking	Club, inter-club Non ranking	Local, regional Non ranking	Club, inter-club, regional Non ranking	Local, regional Non ranking	Local, regional Non ranking until further notice
Racing formats permitted	Time trial Group racing	Time trial Group racing	Time trial Group racing - no pits or technical assistance areas	All formats Individual and group racing	Road - Time Trial only Circuit - all formats	Time trial Group racing - no pits or technical assistance
Date permitted from	1 August 2020	1 August 2020	1 August 2020	1 August 2020	1 August 2020	1 August 2020
Categories	All	All	All	All	All	All
Duration (no camping events)	Single day events and multi day events	Single day events and multi day events	Single day events and multi day events	Single day events and multi day events Group races ≤15 minutes	Single day events and multi day events Group races ≤15 minutes	Single day events and multi day events
Number of riders per race	Determined by Covid risk assessment Up to 8 riders per race	Determined by Covid risk assessment Up to 4 riders per race	Determined by Covid risk assessment	Determined by Covid risk assessment Up to 24 riders per race	Determined by Covid risk assessment Up to 24 riders per race (group racing)	Determined by Covid risk assessment
Start protocols	Start pens and holding areas to be used to separate riders at 1m+	Start pens and holding areas to be used to separate riders at 1m+	Riders to be gridded with 1m+ to the front, sides and rear OR rolling starts for group racing Self start for Time Trials	Rolling starts for group racing Self start for individual races	Riders to be gridded with 1m+ to the front, sides and rear OR rolling starts for group racing Self start for Time Trials	Riders to be gridded with 1m+ to the front, sides and rear OR rolling starts for group racing Self start for Time Trials
Covid adaptation and mitigation examples	Side by side, behind OR individual Short ≤1.5 minute races, up to 8 riders Start and finish pens and holding areas at 1m+ Event field size, duration and format adjustments to limit contact	Side by side, behind OR individual Short ≤1.5 minute races, up to 4 riders Start and finish pens and holding areas at 1m+ Event field size, duration and format adjustments to limit contact	Side by side, behind OR individual Gridded at start 1m+ Course adaptations to reduce risk Event/race field size, duration and format adjustments to limit contact	Side by side, behind OR individual Short ≤15 minute races Rolling start for group races Self-start for individual races Event/race field size, duration and format adjustments to limit contact	Side by side, behind OR individual Gridded at start 1m+ or rolling start Time Trial self start Course adaptations to reduce risk Event/race field size, duration and format adjustments to limit contact	Side by side, behind OR individual Gridded at start 1m+ or rolling start Course adaptations to reduce risk Event/race field size, duration and format adjustments to limit contact

7.1. BMX

7.1.1. General considerations

- BMX races can run in a standard manner due to the short duration of the race, limited proximity and maximum number of riders in one race already being eight.
- Regional BMX events are not possible in their current format at this time due to their size and scale.
- Camping on site (i.e. temporary campsites) is not permitted at events during this time.
- The event schedule may need to be adapted so that the guidelines can be adhered to. For example, it may be beneficial to split a normal single day event over two days.
- Event formats may need to be adapted to ensure the footfall within the whole area (on and off the track) can be managed within the guidelines.
- Riders must maintain social distancing prior to the start and after the finish (1m+). Pens will need to allow for all riders to be socially distanced in the holding area. One-way finish 'funnels' or marshals should be used to help move riders away from this area, and it may be useful to have one-way systems in general around the track.
- Riders should not stop or congregate on track during practice sessions.
- Overall event field size should be determined by the risk assessment, with up to 8 riders per race and not exceeding 24 in total in each category.
- Fixed motos (non-scrambled) are encouraged to reduce multiple interactions among riders.

7.1.2. Example event formats and considerations

- Single day club and inter-club events are particularly encouraged.
- Multi-day (such as over a weekend) events are still permitted but those racing on a Saturday, for example, should not have to return to race on Sunday for finals etc.
- Multi-day events could run, for example, as youth-only on one day and adults on the other, to help reduce numbers and movement on site.
- In addition, the following options could also be considered to try something different and to ensure events are run within the guidelines:
 - Individual time trials
 - Head to head knockouts
 - Reduced gate motos
 - Holeshoot series
 - Block racing

For more information, see British Cycling's Technical Regulations for BMX from page 65 of the [Handbook](#).

7.2. Cycle Speedway

7.2.1. General considerations

- Speedway races can run safely in their traditional form as there are only four riders on the track at any one time, the races are short, and riders spend only a limited amount of time in close proximity. However, organisers should still consider some variations as they plan their event.
- Riders must maintain social distancing prior to the start, and after the finish (1m+), and effort should be made to avoid mixing riders of different categories off the track.
- Team and pairs competitions should only run for those that want to take part. Riders should not be pressured to compete.
- Riders should be kept in bubbles to minimise social contact between groups, and it may be helpful to introduce one-way systems around the track to help with the flow of people.

7.2.2. Example event formats and considerations

- Speedway races may run in their traditional form, however, other formats for consideration include:
 - Time trials – one rider on the track at a time is timed over a set number of laps.
 - Pursuit races – two riders compete on opposite sides of the track over a set number of laps. If one rider catches the other the race ends and that rider wins.
 - Team relay – riders complete a set number of laps before changing over to their teammate. There should be no physical contact in the changeover – use a changeover zone that a rider cannot leave until the preceding rider has passed through it. Teams are timed over the total distance.
 - Team time trial – each rider of a team is timed over a set number of laps, and the winning team is the one with the fastest combined time.
 - Individual competitions can be run in the standard format.

For more information, see British Cycling's Technical Regulations for Speedway from page 77 of the [Handbook](#).

7.3. Mountain biking

7.3.1. General considerations

- After the initial start, the dynamics of the racing are very different to road and circuit racing where riders are in larger groups for longer periods. In most cases, larger groups of riders will not be in close proximity for 15-minute periods during the race. Examples of adaptations that should be made are:
 - Start protocols will need careful consideration. Riders must be gridded with 1m+ space to the front, back and side of each rider, and social distancing measures must be adhered to in staging or holding areas.
 - Uplift provision for MTB DH is not permitted during this time. The organiser may consider altering the length of the course to facilitate 'push up' arrangements.
 - Event formats may need to be adapted in consideration of the fact that there can be no temporary camping on site. The schedule can be planned over more than one day to maximise use of the venue, and could, for example, include youth races on one day and adults on the next.
 - Riders are to be discouraged from stopping or congregating on track during any practice sessions (such as around 'features').
 - Permission of the landowner or operator of the facility used for the event is crucial and should be checked and confirmed right up to event day, as circumstances may change. Extra time should be allowed to discuss and agree site protocols.
 - Due to the location and environment of many mountain bike events, the use of temporary or portable ancillary facilities (such as toilets) may be required. Please consult [Section 4](#) for further guidance on this.

7.3.2. Example event formats and considerations

- Mountain biking can include mass start events and individual timed events. In addition to the standard cross country (XC) format, options include:
 - XCP Point to Point
 - XCC Short course
 - XCT Time Trial
 - XCR Team Relay
 - XCM Marathon event
 - DH Individual Downhill
 - 4X Four cross racing
 - DS Dual Slalom
 - PTR Pump Track

For more information, see British Cycling's Technical Regulations for Mountain Biking from page 109 of the [Handbook](#).

7.4. Track

7.4.1. General considerations

- The event plan and risk assessment should be shared with the venue owner in advance, and any site-specific protocols agreed with the venue operators. More time should be allowed to facilitate this.
- Only outdoor track events are permitted at this time.
- The maximum duration of each race should not exceed 15 minutes, and race starts will be limited to a maximum of 24 riders. As a guide, up to four 15-minute minute races for 24 riders can be run during each event. In the gaps between events, riders should be away from the the immediate race environment for at least as long as the time just spent racing.
- If running A and B endurance groups, consider ways to keep them separate from each other while they are off the track.
- Start protocols will need to be implemented: rolling starts in bunch races and no 'held starts'.
- Consider how you will set up the off-track holding areas, and consider using one way systems and pens to enable people to move safely between races.

7.4.2. Example event formats and considerations

- All track races are permitted if under 15 minutes long. As a guide, up to four 15-minute minute races for 24 riders can be run during each event. In the gaps between events, riders should be away from the the immediate race environment for at least as long as the time just spent racing. Organisers may consider the following to reduce interaction while maximising the rider experience:
- Races where social distance can be maintained throughout:
 - Individual pursuit (distance could be varied, and consider starts from the fence)
 - Kilo/500m time trial (consider starts from the fence)
 - Flying time trials (distance could be varied)

- Races that significantly reduce the number of riders in close contact are also possible. Care must be taken to maintain social distancing immediately before and after the race:
 - Match sprints
 - Keirin
 - Team sprint
 - Team pursuit
 - Australian pursuit
 - Elimination, points, scratch and tempo races do bring a greater number of riders into close contact, however if the duration is kept to under 15 minutes they are permitted. No Madison races should take place at this time.

For more information, see British Cycling's Technical Regulations for Track from page 143 of the [Handbook](#).

7.5. Road time trials and closed circuit

7.5.1. General factors to consider

- Road races are not permitted at this time.
- Bunch racing is limited to 24 riders on fixed facility closed circuits, and a maximum of 15 minutes per race. As a guide, up to four 15-minute minute races for 24 riders can be run during each event. In the gaps between events, riders should be away from the the immediate race environment for at least as long as the time just spent racing.
- Fixed facility closed circuit events are permitted. Event plans, risk assessments and protocols must be agreed with the venue operators. Normal ancillary provision may not be available.

7.5.2. Example event formats and considerations

7.5.2.1. Time trials

- Time trials may take place on the road if they can be done safely and in line with the Technical Regulations.

Individual Time Trial

- Consider the number of participants related to the capacity of waiting areas.
- The sign on area will need to allow for social distancing, and should be outdoors.
- Minimise time spent waiting, and ensure that social distancing is adhered to at all times (2m) when queuing to start or for rolling starts.
- No results to be published at the event to avoid people waiting around.
- Self-start only.
- Team relay events are possible so long as equipment is not shared.

Team Time Trial

- As above, organisers will need to carefully consider the total number of participants, and team riders will need to maintain social distancing before and after the race.
- Maximum race duration should be 15 minutes for team time trials.

7.5.2.2. Closed circuit racing

- Time trials are permitted on circuits. See above for further guidance.
- All bunch racing is limited to 24 riders and a maximum of 15 minutes per race. As a guide, up to four 15-minute minute races for 24 riders can be run during each event. In the gaps between events, riders should be away from the the immediate race environment for at least as long as the time just spent racing. Some example formats other than time trials include:

Short lane-based sprint races

- Multiple heats/rounds, such as head-to-head races with distinct lanes marked on the circuit. These would need to be self-start events.

Mini-omnium format events

- Participants take part in a series of short races. Organisers should consider how participants will be managed between races to maintain social distancing and avoid interaction between groups.

Pursuit events

- For example, participants may start individually at distanced points on a circuit, at the same time, and are eliminated when caught by other participants.

For more information, see British Cycling's Technical Regulations for Road, Time Trial, and Closed Circuit from page 125 of the [Handbook](#).

7.6. Cyclo-cross

7.6.1. Factors to consider

- After the initial start, the dynamics of the racing are very different to road and circuit racing where riders are in larger groups for longer. In most cases, larger groups of riders will not be in close proximity for 15 minute periods during the race. Adaptations may include:
 - Start protocols will need careful consideration. Rolling starts may be possible. Riders must be gridded with 1m+ space to the front, back and side of each rider, ensuring that social distancing measures are adhered to in staging or holding areas.
 - Schedules and race durations should be carefully considered to manage the overall event footfall and the movement around the venue to ensure social distancing can be achieved at all times.
 - Course design can be adjusted if necessary, particularly in the first lap, to minimise crowding at pinch points.
- Due to the location and environment of many cyclo-cross events (i.e. temporary venues), the use of temporary or portable ancillary facilities (such as toilets) may be required and need additional considerations related to hygiene and social distancing.
- Event organisers and leagues can consider whether to continue to organise cyclo-cross events beyond the end of February. See Technical Regulation CX5.3.2.
- Cyclo-cross events at this time must be single-bike events to remove the need for pit areas. No technical assistance may be provided.

7.6.2. Example event formats and considerations

- Cyclo-cross races will be able to run in a standard format with the adaptations above. Organisers may wish to consider reducing the number of races, the field sizes, and course design.

For more information, see British Cycling's Technical Regulations for Cyclo-cross from page 97 of the [Handbook](#).

7.7. Non-Competitive events

7.7.1 Factors to consider

- General guidance for the delivery of a non-competitive event is available [here](#), and specific advice from Government on organising outdoor sport and physical activity events at this time can be found [here](#).
- Non-competitive events which adhere to this guidance and are registered in the usual manner via our Event Management System can resume from Saturday 5 September.
- The greatest consideration for organisers is ensuring that groups riding together during the event do not exceed the size permitted by Government guidelines - which is currently (as of 20/08/2020) six riders. At no point in your event should groups exceeding this limit be riding together.
- Organisers should ensure that they receive all relevant local approvals for their events and are aware of additional local restrictions which may be in place.
- Entries for events will be limited to 600 – exceptions to this will be considered on a case by case basis.
- Consideration should be made to the space available for the start/ registration area, the finish area and feed stations. It may be necessary to proceed without large aspects of ‘event village’ infrastructure and feed station provision, as examples.
- Ensure the owners of any facilities being used for the event are comfortable with all measures proposed, including the number of riders, use of any ancillary facilities and associated hygiene and social distancing arrangements.
- Rider information packs and timing chips could be sent out pre-event to negate the need for registration on the day. However, where required registration should follow the guidance in this document.

- Consideration needs to be given to the size and timing of ‘waves’ of participants starting the event, for example:
 - Allocate arrival and start times to each wave or group.
 - The total number of riders at the start line at any one time should be no more than 24, and waves setting off together should consist of no more than six riders, starting at 45-second intervals as a minimum.
 - Riders should start individually and line up behind each other or side by side 1m+ apart to start the ride.
- Riders should not mix with other groups while out on the road. Event organisers should instruct participants to not ride in groups of more than six and should reiterate this guidance in the pre-event information and any rider briefings.
- Request that riders arrive at the start ready to ride and minimise interaction with event volunteers and other participants.
- Riders should overtake carefully and when safe to do so, giving 1m+ distance when passing.
- Riders should follow and observe the [Covid Behaviour Code](#).
- The ability to safely host feed stations should be carefully considered, including location, hand hygiene, food and drink distribution requirements and social distancing. Adaptations may include reviewing the distance that participants will ride during the event in order that they may be self-sufficient, or making it a requirement that participants are self-sufficient. This should be outlined in the pre-event information. If it is determined that feed stations can be used safely, we recommend that they are basic and in an outdoor setting, with participants able to self-serve. Any food or drink provided at feed stations should be in a sealed packet or bottle.
- If providing medals or goody bags for participants, these should either be posted after the event or riders should be able to collect these using a one-way, self-serve area at the finish.

7.7.2 Example event formats and considerations

- Organisers may look to limit the number of participants to comply with the guidance and any location-specific event limitations such as parking provision.
- Organisers may consider shorter routes or point-to-point routes, with a separate start and finish, to limit contact between participants.