

The Way Forward

Planning a safe return to
cycle sport events



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1. Introduction

From Monday 17th May 2021, we are pleased to be able to move to Step 3 of the UK Government's roadmap for easing Covid-19 restrictions.

We first published our The Way Forward guidance in preparation for the first return to activity last summer, and the experience gained from the events which followed has proved invaluable as we have evolved our guidance to provide all participants, attendees and the cycling workforce with a safe and enjoyable experience.

After the successful move to Step 2 of the roadmap from April 12th, we are pleased to now quickly transition to Step 3, where we will see further easing of restrictions across all disciplines.

While we hope to return to a more normal way of life as we progress through the year, it remains as vital as ever that we all play our part in closely following the guidance set out in this document to reduce the risk of transmission wherever we can. We are privileged as a sector to have been at the very forefront of the Government's thinking as its roadmap was drawn up, and it is important that we repay that show of support in the crucial months ahead.

Please 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](#)

2. General event guidance

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

2.2 This guidance can be used to support cycle-sport activity in a controlled environment.

2.3 Below is a summary of the current UK Government guidelines and our position in relation to cycle-sport events in an outdoor environment.

2.3.1 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.

2.3.2 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.

2.3.3 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.

2.3.4 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](#).

2.3.5 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.

2.3.6 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.

2.3.7 The guidelines have been created to help enable a return to cycle-sport 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.

2.3.8 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.

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

2.3.10 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](#).

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

2.3.12 If people act irresponsibly when participating in cycling events (including while socialising before and afterwards) they jeopardise public health and undermine the case for safe sport to take place.

Organised sport providers should ensure that events take place safely and that all attendees adhere to the guidance in this document and the British Cycling Covid-19 Behaviour Code.

If there are serious or consistent concerns with particular sports, approval may be revoked by the Government so that the sport cannot take place.

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 cycle-sport 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 before and after the event. Organisers should ensure that reasonable quantities of hygiene products and stations are provided, and the NHS guidelines for hand hygiene can be found [here](#).
- 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.
- 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.
- Early in your planning consider the availability of 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 in advance. 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.

- 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.
- While riders, officials, medics and coaches are not required to wear face coverings while present in a competing, work or volunteering capacity, they should wear a face covering at all other times when inside an indoor sports facility.

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 prior to the event, to participants and to other event attendees.

Trainee Commissaires:

Currently Trainee Commissaires are not to attend events.

This ensures the following:

- Cycle sport events are run with the minimum number of officials required for safe delivery.
- Social distancing measures can be followed at all times
- The shadowing and training experience for trainees is not compromised
- Officials have time to become comfortable with their own role at events again, before resuming supporting trainees.

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. Arrive ready to race, officiate or volunteer.

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 allowing event entries on the day, payment via bank transfer or using contactless payment should be enabled and this should be communicated in advance. 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, social media and virtual briefings.
- 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.

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.
- At this step of the roadmap you should minimise travel and avoid making unnecessary journeys (for example, by combining trips where possible), but you are permitted to travel to exercise and take part in informal and organised sport and physical activity.

- 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 disabled riders.
- 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 (i.e.. event registration, ancillary facilities).

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 is 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. For specific information on Test and Trace protocols, see [Section 6](#).

- 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.
- 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.
- 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 be delivered in advance of the event, possibly by video message.

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.
- Organisers may want to encourage participants and others to wear a face covering while in holding areas or gridding.

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 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.
- Sport providers and participants can use clubhouses and hospitality facilities in line with Government guidance on hospitality settings and specific advice for sport facility operators available on the UK Governments website. People using clubhouses and hospitality facilities must adhere to legal gathering limits and wider Government guidance.

4.3.6 Use of facilities

- If using public or shared toilets, all event attendees must follow the protocols set out by the operator and ensure social distancing and hygiene guidelines are adhered to.
- Changing rooms can be opened, however 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

- Participants must maintain social distancing throughout the warm-up period.
- 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.
- If appropriate, event organisers should consider rolling start times to allow social distancing to be maintained.
- The capacity and density of participants on the course will be determined by the risk assessment to reduce overcrowding.

4.3.8 Spectators

- Spectators will be permitted to view events on both public and private land in Step 3, but need to adhere to social distancing rules. Spectators need to adhere to social gathering limits (groups of 30 outdoors and six people/ two households indoors).
- Spectators are allowed indoors, but the total numbers including all participants, coaches, officials and spectators must be aligned with the ventilation rates permitted by the particular venue. The maximum occupancy of each indoor facility will be set by the facility operator / owner.

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 (i.e. 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

- There are to be no podium presentations at local / regional events.
- For national events organisers should consider if a presentation is necessary and if it is required a Covid-secure protocol will need to be designed and implemented.

4.4.3 Dispersal

- All event attendees should disperse as quickly as possible after the event, Social interaction should be kept brief and only take place in groups of up to 30 outdoors and up to six people or two households indoors.

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 on Test and Trace 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.

- First Aiders should wash their hands or use an alcohol gel before and after treating a casualty, wearing medical gloves (non-latex) when dealing with open wounds. It is preferable for First Aiders to wear a face mask/cover, eye protection and an apron or other suitable covering (such as waterproof clothing) if feasible and available.
- Wearing face coverings is recommended for both medics and patients, where this is possible and practical.

5.2 First Aid qualifications

- The Covid-19 pandemic has presented difficulties for those looking to access training opportunities to renew their certificates, and we have therefore reviewed the way in which we can enable volunteers to start and continue to deliver activity whilst maintaining the safety of all those involved. You will find the most current guidance [here](#).

5.3 Injury management

- Event organisers, in conjunction with local NHS services, should do all they can 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 test 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 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.

This information can be collected by one of the methods set out below.

You should **register for an official NHS QR code** and display the official NHS QR poster from Thursday 24 September to help NHS Test and Trace to identify and notify people who may have been exposed to the virus. The NHS Covid-19 app allows users to 'check in' to your venue by scanning the code. The information stays on the user's phone. In England, you do not have to ask people who choose to 'check in' using the official NHS QR code to provide their contact details. If there is an outbreak associated with a venue, a message will be sent to the relevant app users with the necessary public health advice.

For those who do not have a smart phone, a manual process should be used to collect information. This information should be collected, processed and stored in accordance with the Data Protection Act 2018 and GDPR principles for 21 days in line with the Government Framework then deleted. It should be used only for the purpose of NHS Test and Trace and, where requested to share with the NHS for Test and Trace purposes, the shared information should relate only to the activity in which the player, spectator or coach / leader tested positive.

The Government's current [NHS Test and Trace guidance is available](#) with detail on how to maintain Test and Trace records [here](#).

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.

7.1. BMX

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021 Ranking points re-start	Step 4 21st June 2021
Event type	Club, inter-club non-ranking, outdoor only	Club, inter-club non-ranking, outdoor for all ages, indoor for under-18s only	Club, inter-club, regional ranking, indoor and outdoor for all ages	Restrictions determined by Tech Regs. Further guidance TBC
Racing formats permitted	Time trial Group racing		All	
Categories	All			
Duration	Single day and multi-day events permitted - please refer to 7.1.2 for details			
Number of riders per race	Determined by Covid risk assessment Up to 8 riders per race		As per the venue risk assessment	
Start protocols	Start pens and holding areas to be used to separate riders at 1m+			
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			

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.
- 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.
- 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.
- 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

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021 Ranking points re-start	Step 4 21st June 2021
Event type	Club, inter-club non ranking		Club, inter-club, regional and national ranking	No restrictions as per tech regs, may be subject to further guidance from Government
Racing formats permitted	Time trial Group racing		All	
Categories	All			
Duration	Single day and multi-day events permitted - please refer to 7.2.2 for details			
Number of riders per race	Determined by Covid risk assessment Up to 4 riders per race		As per the venue risk assessment	
Start protocols	Start pens and holding areas to be used to separate riders at 1m+			
Covid adaptation and mitigation examples	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			

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.

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

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021 Ranking points re-start	Step 4 21st June 2021
Event type	Club, local, regional non-ranking	Club, local, regional non-ranking	Local, regional, national	Restrictions determined by Tech Regs. Further guidance TBC
Racing formats permitted	Time trial Group racing - no pits or technical assistance areas		All	
Categories	All			
Duration	Single day and multi-day events permitted Please refer to 7.3.1 for details. No uplift provision permitted	Single day events and multi-day events - uplift provision at DH test events to be permitted	As per tech regs	
Number of riders per race	Determined by Covid risk assessment		Determined by event risk assessment	
Start protocols	Riders to be gridded with 1m+ to the front, sides and rear OR rolling starts for group racing			
Covid adaptation and mitigation examples	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			

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.
- 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

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021 Ranking points re-start	Step 4 21st June 2021
Event type	Club, inter-club, regional non-ranking - outdoors only	Club, inter-club, regional non-ranking. Outdoors for all ages, indoor for under-18s only	Club, inter-club, regional and national ranking - outdoor and indoor for all ages	Restrictions determined by Tech Regs. Further guidance TBC
Racing formats permitted	All formats			
Categories	All			
Duration	Single day and multi-day events permitted - please refer to 7.4.2 for details Bunch races up to 30 minutes in duration with a total maximum racing time of up to 60 minutes.		Single day events and multi-day events No duration limits.	
Number of riders per race	Determined by Covid risk assessment Up to 30 riders per race (or within the specified maximum field size for the facility in use).		As per the venue risk assessment	
Start protocols	Rolling starts for group racing		No restrictions	
Covid adaptation and mitigation examples	Side by side, behind OR individual Rolling start for group races Event/race field size, duration and format adjustments to limit contact		Side by side, behind OR individual Event/race field size, duration and format adjustments to limit contact	

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.
- Field sizes and race durations are detailed in the information tables included within this document.
- Riders should be away from the immediate race environment and adhere to social distancing protocols when not 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.
- 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

- Suggested race formats:
 - 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, tempo and Madison races are permitted. For Madison races organisers should consider introducing additional mitigations such as: track mitts/gloves to be worn by all participants; strong hygiene protocols e.g. hands to be sanitised after each block/race; track mitts/gloves to be washed after each event.

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

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021 Ranking points re-start	Step 4 21st June 2021
Event type	Local, regional non-ranking		Local, regional, national ranking re-start	No restrictions, may be subject to further guidance from Government
Racing formats permitted	Road - Time Trial and TTT Circuit - all formats			
Categories	All			
Duration	Single day and multi-day events permitted - please refer to 7.5.2 for details Bunch races up to 30 minutes in duration with a total maximum racing time of up to 60 minutes.		Single day events and multi-day events. No duration limits	
Number of riders per race	Determined by Covid risk assessment. Permissible maximum of 30 riders, For facilities with concurrent racing, each race is restricted up to 30 riders.		Determined by event risk assessment	
Start protocols	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 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			

Note: Road race test events are permitted to take place from Step 2 (beginning on April 12th).

Guidance for these events can be obtained from your Regional Events Officer.

7.5.1. General factors to consider

- Road races are not permitted at this time unless they are an authorised pilot event.
- TT and Closed circuit Events are permitted to resume and function in accordance with the event risk assessment.
- Fixed facility closed circuit events are permitted with mitigations detailed below. 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.
- 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.

7.5.2.2. Closed circuit racing

- Field sizes and race durations are detailed in the information tables included within this document.
- Riders should be away from the immediate race environment and adhere to social distancing protocols when not 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

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021 Ranking points re-start	Step 4 21st June 2021
Event type	Local, regional non ranking			Restrictions determined by Tech Regs. Further guidance TBC
Racing formats permitted	Time trial Group racing - no pits or technical assistance		All categories	
Categories	All			
Duration	Single day and multi-day events permitted - please refer to 7.6.2 for details		Single day events and multi-day events - standard timings	
Number of riders per race	Determined by Covid risk assessment		Determined by event risk assessment	
Start protocols	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 Gridded at start 1m+ or rolling start Course adaptations to reduce risk Event/race field size, duration and format adjustments to limit contact			

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.

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

7.7. Non-competitive events

	Step 1 (part2) 29th March 2021	Step 2 12th April 2021	Step 3 17th May 2021	Step 4 21st June 2021
Event type	All			Restrictions determined by Tech Regs. Further guidance TBC
Racing formats permitted	All			
Duration	No limit			
Number of riders per race	Event to be limited to 600 riders. At no point in your event should groups exceeding 15 be riding together		Event to be limited to a maximum of 1,000 participants.	
Start protocols	The total number of riders at the start line at any one time should be no more than 15, and waves setting off together should consist of no more than 15 riders, starting at 45-second intervals as a minimum		In line with British Cycling sportive guidelines	
Covid adaptation and mitigation examples	Limited rider numbers 1m+ and side by side / behind on start Waves at timed intervals Start and finish areas with Covid mitigations and controls			

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 are permitted to take place should be registered in the usual manner via our Event Management System.
- 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 a 1,000 riders
- Consideration should be made to the space available for the start/registration area, the finish area and feed stations.
- 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.
- Riders should maintain 1m+ distancing at all times during the event.
- 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.
- British Cycling may decide to sanction events and/or specific event protocols to review their suitability in advance of a specific update to these guidelines. Any events sanctioned will be in line with Government guidelines and follow discussion with Sport England at that time, and will be done so on a case-by-case basis.