

Criteria 9

To achieve Go-Ride Clubmark status, your club needs to record on the membership forms, appropriate contact details of parents/carers and of any information relating to the health of club members.

Why should your club do this?

In order to provide all participants with a positive experience, coaches should be aware of any medical conditions, allergies or recent injuries that may affect a person's ability to participate in cycling activities. It should be noted that only medical information relevant to participating in cycling should be included and must be stored securely and kept confidential.

Your club should also maintain a list of the contact details of parents/carers, as well as their emergency contact details. This will ensure that parents/carers can be contacted in an emergency or for other reasons such as a misbehaving child who needs to be removed from a club session. It is important that these contact details of parents/carers are kept up to date.

How to implement this criteria

An effective way of collecting and recording the contact details and important medical information of club members is to ask them to disclose that information on their membership application form. Your club can use appendix four, or make amendments to existing membership forms to include emergency contact details and medical information.

New people attending coaching sessions or events for the first time to try the sport can disclose to the club's volunteers any important medical information. They could also record the contact details and medical information on a membership form.

Criteria 9.1

How to evidence achievement of this criteria.

Sign in the space provided.

Criteria 9.2

Provide a copy of the club's membership form. The club records medical and contact information is available when people join the club.

Declaration

Name of Clubmark Representative:

Date:

Signature:

Note:

Appendix 4 provides an example membership form with space to record medical and contact information in, that your club can use.