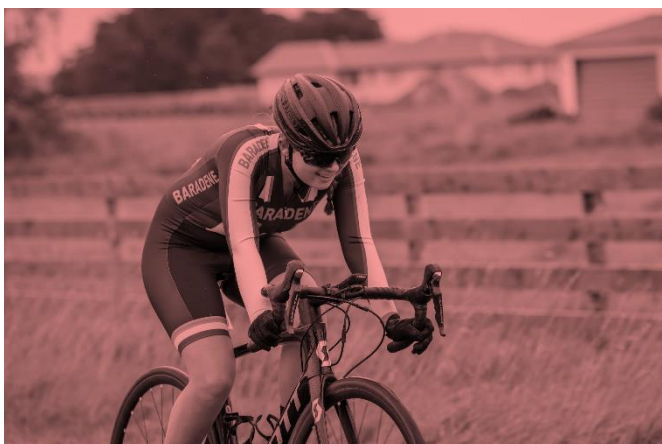
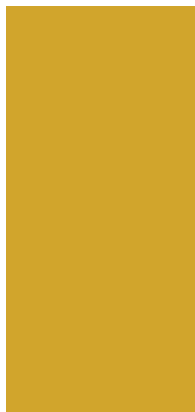


# BARADENE CYCLING HANDBOOK - 2024



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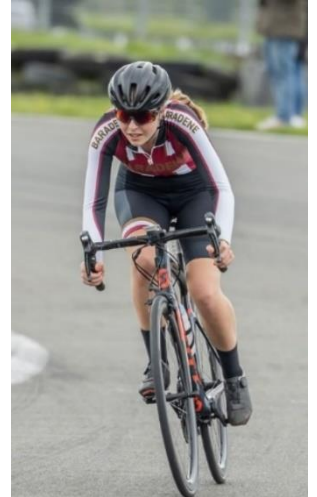
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# 1

## INTRODUCTION

### WELCOME

Welcome to Baradene College Cycling Club (BCC) - we are looking forward to another great season of cycling in 2024.

This handbook outlines what cycling at Baradene College is about, how the club operates, and what the cyclists' commitments, expectations and responsibilities are.

Cycling at Baradene continues to grow in terms of both student participation and parent support. The Club has developed a great culture for having fun, developing skills and reaching potential in a demanding but highly enjoyable sport.

For those of you returning for another season, we're fortunate to have your skills, experience and passion, all of which lift us during those early morning rides and the tough stages of competition.

For those who are new to the club, it's great to have you on board. The enthusiasm which comes from having new girls and parents makes a big contribution to the vitality within the club.

We trust the season ahead will be both fulfilling and challenging, and look forward to your contribution to the BCC community!

### OUR PURPOSE

To foster the love of cycling for the benefit of the students of Baradene College.

### OUR VISION

To provide opportunities for growth, development, success and social engagement for the students of Baradene through the sport of cycling – in an environment that supports the achievement of both personal and team goals in a safe, supportive and encouraging environment.

### OUR PHILOSOPHY

Be safe, have fun and grow.

### OUR VALUES

- We provide a safe, supportive and encouraging environment
- Everyone is treated equally
- High performance comes from genuine effort and determination
- The team comes first
- No bullying (by students, coaches or parents)
- No compromise on safety
- Camaraderie, friendship and participation are essential elements of the Club
- We adhere to the Cor Unum values of the College

## COLLEGE INVOLVEMENT

Participation in cycling through BCC is a College activity, therefore the College rules apply. The College co-ordinates the activities of cyclists within the College sporting activities and provides financial support to make cycling a success for your daughter.

The core philosophy of the relationship between the Club and the College is that the Club has been delegated administrative responsibility for College cycling. It must be remembered that at all times the College takes final responsibility for this College activity and for that reason final authority rests with the College. The College will endeavour to achieve consensus where possible with the Club.



## COMMITTEE

BCC has a committee which meets monthly during the season and manages the planning of all events entered into, or undertaken by the club. The committee is elected each year at the AGM, which occurs at the end of each season.

The Committee undertakes the organisation required to ensure members get every opportunity to excel at cycling. This includes arranging entry to events, coaching, uniforms, fundraising, equipment, social events for the girls and parents as well as travel, food and accommodation deals for major events.

All committee members have daughters who are club riders and are keen cycling enthusiasts. The elected officers of the 2024 committee are:

Chairman: Vicki Hyland - Overall responsibility for running of the club.

Treasurer: David Shields - Financial management of the club activities.

Secretary: Jane Brew - Responsible for all administration and club communications.

Events Officer: TBC - Primary point of contact for all club events requiring organised catering and accommodation (camps, picnics, Nationals).

Coaching Coordinator: Tom Donnelly - This key role acts as liaison between head coach, committee and squad leaders. Identifies and implements skill initiatives that complement the training programs (eg. road safety, bike handling skills, bike maintenance, nutrition etc.) The role of Squad Leader is to implement the coach's training programme in keeping with the club's values and standards.

Catherine Ratcliffe represents the College on the committee.

Andrew Bell, Mike Treadgold/Helen Jennings complete the 2024 committee.

The principal contacts for the committee are:

- Vicki Hyland at [vehyland@gmail.com](mailto:vehyland@gmail.com)
- Catherine Ratcliffe at [cratcliffe@baradene.school.nz](mailto:cratcliffe@baradene.school.nz) or 09 524 6019 (extn 770)
- Tom Donnelly at [tomrosiedonnelly@gmail.com](mailto:tomrosiedonnelly@gmail.com) or 021 0330701

# 2

## COMMITMENT

BCC 's success has been founded on the commitment of the College, the riders and their parents. The club is incredibly well served by the Head Coach, Squad Leaders, parent riders, committee members and volunteers, but it is important both riders and parents understand what is expected of them as a member of BCC.

### RESPONSIBILITIES

CYCLIST RESPONSIBILITIES	PARENT RESPONSIBILITIES
<p>To be an effective Team Member, you must:</p> <ul style="list-style-type: none"> <li>• Support all other team members</li> <li>• Give 100% at all training sessions</li> <li>• Act with integrity</li> </ul>	<ul style="list-style-type: none"> <li>• Support your daughter &amp; the coaches who train her</li> <li>• Trust the coaches and have faith in their philosophy &amp; programme</li> <li>• Be positive</li> </ul>
<p>Conduct yourself as an Ambassador for the College at all times by:</p> <ul style="list-style-type: none"> <li>• Following the Code of Conduct</li> <li>• Being respectful at all times</li> </ul>	<p>Attend as many events as possible to:</p> <ul style="list-style-type: none"> <li>• Support your daughter and her team</li> <li>• Support the College</li> <li>• Meet other parents</li> </ul>
<p>Always wear the correct clothing including:</p> <ul style="list-style-type: none"> <li>• Cycling uniform</li> <li>• Travelling uniform</li> </ul>	<p>Make yourself available for:</p> <ul style="list-style-type: none"> <li>• Fundraising</li> <li>• Food organisation</li> <li>• Assistance at events including set up and transportation of gear</li> </ul>
<p>Demonstrate:</p> <ul style="list-style-type: none"> <li>• Commitment</li> <li>• Punctuality</li> <li>• Commit to your school work</li> <li>• Obey road rules</li> <li>• Communication - if you cannot make it to a meeting or training session, advise the Squad Leader in advance</li> </ul>	<p>Ensure the safety of your daughter by ensuring:</p> <ul style="list-style-type: none"> <li>• Bike is maintained</li> <li>• Safety gear is provided</li> <li>• 2 x lights on back and front</li> <li>• High viz vest is supplied and used as per Squad Leader's instructions</li> </ul>
<ul style="list-style-type: none"> <li>• Enjoy the cycling experience</li> </ul>	<ul style="list-style-type: none"> <li>• Enjoy your daughter's cycling experience</li> </ul>

## COMMUNICATION

There is regular communication throughout the season as there is significant information to share regarding trainings, team selection and competition details. Most communication will be done through email (to both parents and students) and Facebook, via the members only BCC Facebook page – BCC New Zealand. Squads will use TeamReach to communicate training route plans/details. Squad Leaders will set up at the start of the season.

Event info packs are prepared and issued prior to major events. These will cover all logistics information and race information of the impending event (eg North Islands or Nationals)

Please ensure that you are receiving information from at least one of these sources. If you are not receiving emails or you have changes to your contact details, please contact the Secretary.

It is also important that riders and/or parents advise the Squad Leader by message as early as possible if riders are not going to make any training session.

It is expected that the girls and/or their parents advise the coaches of any injuries (see later section) or inability to race with as much notice as possible to ensure team selection can be managed.

## RESULTS

Major school events results will be communicated via email or the team Facebook page.

Select results may also be included in the weekly school newsletter, however the detail included is at the discretion of both the Club and the College depending on space availability and significance of the results. Priority will be given to school events results.

## SCHOOL WORK AND OTHER SPORTS

Cycling requires a significant commitment from riders to training and racing. You cannot be a cyclist without that commitment, but the rewards are tremendous.

If riders are struggling to meet their obligations to school work and cycling, the College Representative will provide support. Our experience over the years is that cycling is very seldom the problem even in intensive years such as Years 11, 12 and 13. We are proud of the academic success of our girls. We also encourage the girls to participate in other sports to maintain balance.

# 2

## FEES

BCC fees include two main components:

- Club Fee which covers coaching, spin sessions and other activities.
- Race Fee which includes entry into all of the key schools events through the season other than the Nationals. Baradene College pays entry fees for the Nationals.

BCC fees for 2024 are as follows;

CLUB RIDER	\$600
SECOND OR MORE RIDERS IN FAMILY	\$525

These fees are due in April following the first training camp. Payment should be made to the BCC bank account: 02-0100-0744365-000.

Payment can be made in instalments but full payment must be received by 1 July 2024. This year's fees are to be paid to BCC rather than through the parent portal.

Additionally, there will be camp and special event fees. The cost of these activities varies depending on how many family members attend. The Club aims to provide cost effective events with our event team working hard to secure the best deals.

If you have any questions about fees please contact the Club Treasurer - [BaraCCtreasurer@gmail.com](mailto:BaraCCtreasurer@gmail.com)

## FUNDRAISING

Fundraising is an essential part of the club enabling the Committee to keep the costs of uniforms, travel and accommodation to a minimum. It also enables us to purchase club assets such as aero helmets, wind trainers and the subsidisation of skinsuits for new riders.

Every family will be expected to participate in fundraising activities. In past years the club has chosen to undertake one or two activities to ensure the required commitment is reasonable.

Where criteria can be met, application for grants may also be made via the College.





## PARENTAL INVOLVEMENT

For parents, there are a lot of things to take on board about cycling. If parents have any questions, please contact one of our committee members. Parental involvement in the cycle club is both essential and highly encouraged. Minimum parent to student ratios are maintained for group rides for safety reasons however there are many other ways that parents can assist during the season (see table). The club success has been built upon the efforts put in not only by the girls and coaches but of an active and supportive parent base.

ROLE	DESCRIPTION
SQUAD LEADER	Team skill development, leader on rides. Work under direction of Coaching co-ordinator with other Parent Ride Leaders to safely and effectively implement the Coach's programme.
TEAM MANAGER	Responsible for team logistics on race days – warm-ups, race numbers, reporting times, clothing pack mules etc.
PARENT RIDE LEADER	Parents who have completed training on ride leading may lead training rides.
PARENT RIDER	Parents riding with the group/their daughter.
MARSHALLS	During the season, the club is called on to provide marshalls for various events for safety reasons. This can take the form of parking assistants, starters, traffic marshalling etc. Generally done on a roster when required.
CATERING	Organise/assist with meal preparation at camps etc.
SUPPORTERS	Sideline support – flag waving, positive support, photography & videography.
DRIVERS	Transporting girls and bikes to training sessions/race events etc.
EQUIPMENT MANAGER	Ensuring all club gear is well maintained and arranging logistics for eventset up.

Most importantly however:

- Support your daughter and her team
- Support the College
- Support the coaching team
- Make great connections and friendships with other parents and HAVE A GREAT TIME!

## PERMISSION SLIPS AND MEDICAL INFORMATION

During the course of the cycling season, BCC members have the opportunity to attend events which in some instances involve travelling away from Auckland, including staying away overnight. The events are carefully managed so the riders have an enjoyable time and remain safe, including ensuring Parents and Caregivers have given permission for attendance and provided any medical information which might assist organisers.

This is now part of the online enrolment process.



## CODE OF CONDUCT

Cycling is a team sport which relies heavily on the girls, coaches, administrators and parents all contributing and participating in a positive and constructive manner.

In order to assist the school cycling community operate smoothly during the course of the season, documents outlining the Code of Conduct are attached.

It is important to be aware that withdrawing from a team once named is not acceptable at Baradene. If this occurs your daughter will not be permitted to represent Baradene in any other code for the season, so please ensure all commitments are considered prior to committing.

Attached to this booklet are the following forms which all need to be read as part of completing the online enrollment process.

- Traveller's Contract
- Riders Code of Conduct
- Parents Code of Conduct

## COMPLAINTS PROCEDURE

From time to time disagreements or difference of opinion do occur and the Club has formalised procedures for receiving and dealing with complaints or disputes.

If you have an issue or wish to lodge a complaint, in respect of any matter associated with the running of the Club - except for racing or team selection matters – please contact the Chair, Vicki Hyland.

For matters concerning racing or team selection, we encourage the riders themselves to discuss with their squad leader/coach. If this does not provide the necessary clarification, the rider can then contact the Coaching co-ordinator, Tom Donnelly.

In the event that the Chair or the Coaching Coordinator are unable to resolve the matter, or if a complainant is not happy with the decision, reference can be made to the Committee and a sub-committee will consider the matter formally, including input from the school if necessary.

# 3

## RIDING

### BIKES

Obviously, the bike is the key piece of equipment for each rider. It is the rider's and parents' responsibility to ensure bikes are safe and well maintained.

PLEASE CHECK BIKES REGULARLY.

All riders are taught bike safety checks at Learn to Ride, and reminded throughout the season, and are encouraged to undertake these checks every time they use their bike.

As a minimum, make sure the seat is at the correct height, tyres are fully inflated and brakes are in safe working order. Bikes should be checked regularly/before each ride.

### CLOTHING & UNIFORM

Our aim is to compete well – and look good doing it.

All girls MUST wear the correct uniform at all cycling events. We are representing the College and it is important we present a good impression to our competitors, officials and the public.

When travelling to and from events the Baradene tracksuit is to be worn, with sports shoes. Alternatively, girls may choose as a team to wear school uniform.

During competition, if girls aren't racing, they are expected to be in acceptable school sports uniform which includes school hoodies and sports footwear.

All BCC riders must wear the Club skinsuit when representing the school at school events. The skinsuit is available through the Club, and a subsidised rate is available for new riders.

Other clothing items may also be available through the Club and some through the Uniform Shop. These are optional and details will be communicated once the range is finalised.

# 3

## RIDING CONT.

In addition to a bike and the uniform some other gear is required. Some is compulsory and some optional, but recommended.

### MANDATORY ITEMS

- Bicycle
- Approved helmet
- Yellow hi-vis vest (compulsory for morning rides)
- Working lights (front and back)
- Cycling shoes and cleats
- Clip-in pedals
- Baradene skinsuit for race days
- Wind trainer (available for hire for new riders)
- Saddle bag (containing spare tubes, tyre levers)
- Pump (or gas canister)
- Drink bottles

### RECOMMENDED ITEMS

- Cycle computer with cadence measurement
- Gloves (summer and winter)
- Riding clothes (bib shorts, and top plus optional jacket)
- Arm warmers
- Leg warmers

We are conscious that cycling can be an expensive sport when starting out, so at the start of the season the Committee will try and assist new starters finding second hand or un-used gear from other members of the club.

### BIKE STORAGE AT SCHOOL

There is a secure cycling shed under the new hockey turf where girls can leave their bikes. A common practice involves bikes being dropped at school with the girls on Tuesday morning ready for spin class on Tuesday after school.

We don't recommend storing bikes in the shed overnight, however, if you do, the school and club do not take responsibility for damage or loss.



## SCHOOL RACING

Cycling as a sport has many forms. The discipline undertaken at school level by the cycle club covers road cycling. However, there are individual groups that participate under the school banner in track cycling and mountain biking. Within the road racing discipline, the girls will encounter various types of racing including the following.

EVENT TYPE	DESCRIPTION
TEAM TIME TRIAL (TTT)	Team event involving teams of four with three to finish (time taken on third rider crossing finishing line). Note seniors have teams of 5 with 4 to finish. Course is typically a circuit or out and back layout of approx 16km for various school events.
INDIVIDUAL TIME TRIAL (ITT)	Individual start (held start) typically one min apart. Course is typically flat and involves an out and back course. Winner is the rider with the fastest time.
ROAD RACE	Mass start events, winner first across the line
CRITERIUM	Race involving multiple laps of a short course (1-2 kms) on closed-off streets (or car race tracks in the case of school events). General duration is short and can involve intermediate sprint bonus laps. Winner is first across the line on the last lap.
POINTS RACE	Similar to Criterium, however consists of series of sprint laps where points are earned by the first three riders. Winner is the rider who has highest number of points at end of race.
HILL CLIMB	Fixed distance (Mt Wellington is 1.2 km) up a significant grade hill. Riders start individually (held starts) one min apart, with winner being the rider with the fastest time.



## MAJOR EVENTS

In 2024, the College Sport Time Trial Series will be held on 12, 26 May, 16 June, 28 July, 11 August and Finals on 25 August. Points Race is scheduled for 9 June.

There are four key events outside of the Time Trial series (which runs most Sundays during the season).

- North Island School Road Championships – 6 / 7 July (first weekend of School Holidays) in Cambridge. This is a BCC organised event, however families need to organise their own accommodation - this tends to book out quickly so early attention recommended.
- North Island Track Championships - These are held on 9/10 July following on from the the Road Championships.
- Northern School Tour – 31 August - 1 September held in Auckland (BCC organised event)
- Nationals School Road Championships – 29 September – 1 October (first weekend of School Holidays) in Timaru. Information will be sent separately regarding bookings.
- More information can be found here: <https://schools.cyclingnewzealand.nz/events>

## AGE GROUPS

All racing is done within age group categories, with race distances typically getting longer in the older age groups.

Age groups are determined by the riders age on 31 December of the current year.

For the Time Trial Championship Series there are only two categories; Junior U16 and Senior U20. For major competitions there is also a Year 7/8 grade for TTT and on finals day there is also an U14 grade raced.

Major individual events are generally run in age group years.

## TEAM SELECTION PROCESS

Progress with cycling competence can change rapidly during a season and as such, unlike other sports, team selections and squads are typically not fixed for a season.

This can take some adjustment, however, past experience has reinforced the effectiveness of such a rotation policy. It has been found that exposing girls to racing with more experienced riders can rapidly develop their speed and confidence when riding 'up' with faster teams. Conversely, girls may occasionally ride 'down' with other teams to help develop other riders, providing valuable opportunities for leadership development and mentorship.

Rider health also plays an important role during the season and being a winter sport where training is undertaken early morning in cold, sometimes wet conditions, maintaining a full healthy team throughout the season also presents a challenge. Recovering riders can ease back via lower level squad rides etc. as it is recognised that maintaining top form throughout the whole season is certainly not guaranteed.

There remains a constant balance between ensuring all riders are given opportunities and maintaining the highest performing teams, with all the variations that occur during the season.

To maintain a highly transparent and non-biased process, final team selection decisions are made by Paul Leitch as Head Coach. If a rider is unhappy or does not understand the selection, they are encouraged to approach their squad leader.

During the Team Time Trial championship series, team selections will typically be posted 2-3 days before the race date.





## RIDER SAFETY PROTOCOL

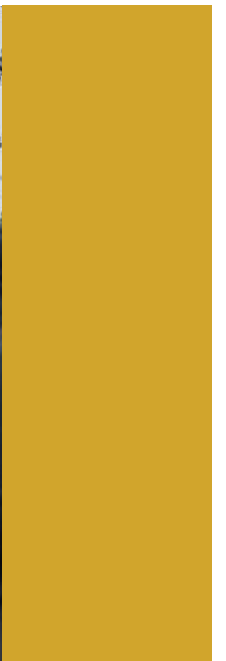
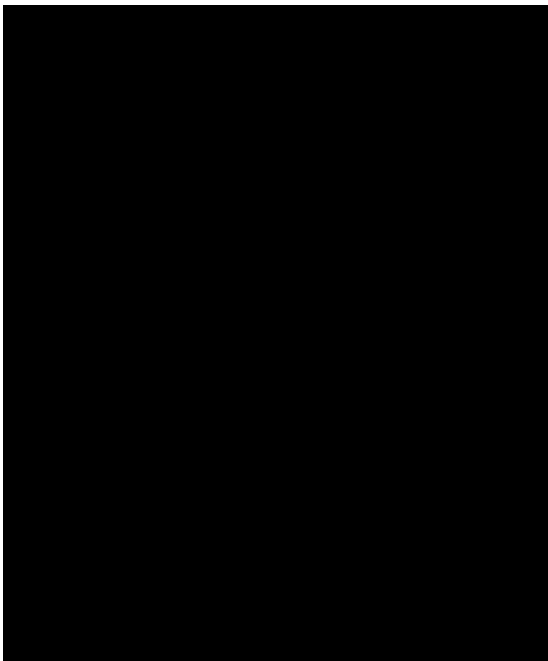
Safety is of paramount importance to the Club.

The Squad Leader or Team Coach has full discretion to prevent someone from riding should the criteria not be met.

### KEY SAFETY RULES

- Fluoro vests and lights must be on any time that visibility is reduced to the extent that cars need to have their headlights on. This applies to everyone.
- Front and rear lights must be used.
- NZSA Approved helmet must be worn.
- The ratio of adults to girls on rides is 1:5.
- No girl should ride behind the last parent.
- Riders must keep left.
- Obey all traffic rules.
- Pull off the road when stopped.
- The groups need to keep together and there should be no gaps in bunches (including parent riders).
- All new riders to the club need to go through the new riders programme and an assessment.





# 4 TRAINING

## BCC COACHING TEAM

The wider coaching structure of the club is the responsibility of the Coaching Coordinator, Tom Donnelly.

The club relies heavily on parental involvement for coaching and leading training sessions, however, overall direction, training plan development, and spin classes are the responsibility of Head Coach, Paul Leitch. Paul has been associated with Baradene cycling for over 15 years and has been instrumental in the building of the club success. As an Olympian and Commonwealth Games medallist and now a professional cycle coach, we are very fortunate to retain Paul's services.

Detailed training programs are developed for all teams by Paul. These programs are tailored towards peaking for the various major inter-school competitions and differ dependent upon grade and nature of competition.

Paul will work directly with the various squad leaders, with regular coaching meetings. Final team selection will remain with Paul, however the squad leaders will have input into recommendations and will undertake training of the nominated team(s) in accordance with the recommended guidelines and training plans.

The Club has a Conflict of Interests Policy. The Policy is aimed at properly managing parental involvement in decisions involving their daughters, ensuring a fair outcome for all.



BE SAFE • HAVE FUN • KEEP WINNING

## TRAINING

The training and development programs are tailored towards the road cycling discipline, with emphasis changing during the season dependant upon upcoming events.

It is expected that riders will progress through various teams and squads at different rates. To enable good riding with equal strength riders, squads will be allocated on the basis of demonstrated ability (regardless of age).

Seniors: (4 rides): Typically 1.5 – 2 hr duration, inclusive of hills, speed average 26-30 km/hr

Juniors: (4 rides): 1 – 1.5 hrs duration, speed 24-27 km/h

Year 7/8s: (3-4 rides): 40 mins – 1 hr. Speed average 20-24 km/hr (initially mostly flat). Focus on safety, skill development and confidence riding in bunches.

At this age, active participation across a range of sports is encouraged and there is no expectation that attendance at spin is compulsory or that cycling should take priority over other sports.

However, spin class certainly becomes a key component of the training program in later years. A common clash that occurs with Intermediate (Yr 7/8) riders is with netball, where Year 7/8 netball is also held on Tuesday afternoons. For the Friday and Saturday morning cycles parents are welcome /encouraged to join the rides.

TRAINING TYPE	DESCRIPTION	FREQUENCY	SIZE	PURPOSE	TAKEN BY
SPIN	Stationary bikes	Tuesday – 4:00pm at school	Entire club	Aerobic and anaerobic development	Paul Leitch
SQUAD	Squad rides	Thursday – 5.45am Juniors/Seniors from school Y7/8 from Orakei Bay Village	Split into squads	General bunch riding skills, endurance riding with specialist intervals later in the season	Team coaches plus parents
CLUB	TTT practise or smaller bunches	Saturday - assembling at 8:00am usually in Clevedon	Entire club meets before breaking into squads	TTT training or general endurance if no race imminent. Similar strength teams are generally combined.	Squad leader plus parents

## TRAINING CAMP

We hold a camp before the start of the season, which provides a valuable opportunity for riders and parents to build fitness and connections.

This is the formal season opening camp, held over a weekend early in Term 2, following completion of the Learn to Ride program. This year it will be held in Cambridge, arriving late afternoon Friday 26<sup>th</sup> April and departing Sunday 28<sup>th</sup> April.

All riders are expected to attend to meet coaches and to train in age groups over the two days. The camp includes a mix of road based and skills-based training and the younger riders will be introduced to the basics of time-trialing as well as getting valuable time on the road.

Each rider must have a parent or caregiver in charge of them and are encouraged to help with the logistics of feeding and transporting the team of 40+ riders. The camp includes plenty of time for the girls to socialize, bond and form friendships.

It is also a great opportunity for new parents to gain a better understanding of the club, get advice on equipment or bike set up, meet other parents and have any questions answered by the committee.

## INJURY AND MEDICAL REQUIREMENTS

Any injuries are required to be treated as soon as possible by an appropriate sports physician, and a report provided to the coach of the diagnosis and treatment plan. We recommend Physio Fix – appointments can be made by calling 520 2819.

Any illnesses that require the student to be absent for two trainings within one week are required to be accompanied by a note from the Doctor. It is important that the Club and coaches are advised of any injuries whether or not they have occurred as a result of cycling. We take the wellbeing of our cyclists seriously and want to support rehabilitation at all times.

If you have any questions, or if your daughter's medical circumstances change during the course of the year, we would encourage you to contact the Catherine Ratcliffe on 524 6019 ext. 770 or e-mail [cratcliffe@baradene.school.nz](mailto:cratcliffe@baradene.school.nz)

## SLEEP AND DIET

For most girls starting cycling is their first involvement with an intensive training program. At least eight hours sleep at night is essential for your daughter's muscles to recover and grow. Without this sleep, your daughter will become stressed and irritable.

Correct diet is essential if your daughter is to be a success at and enjoy cycling. Remember teenage athletes are in a unique situation. Not only do they need a diet that meets the nutritional requirement associated with training and competing they also need to make sure they have a diet that caters to the added demands of their growth and development. Fortunately these needs can be met through "normal healthy eating", generally teenagers in sport do not require any special foods just a bit more attention to make sure they are making plenty of healthy choices. Elite athletes should be seeing a sports dietitian and following a plan tailored to their specific requirements.

Here are a few essentials to get started:

- Food is the fuel to drive your body and mind (the engine and its computer) to produce performance. Think about what and when you are eating and drinking. It's the everyday habits that are important.
- Girls must always have a bottle of water with them at training and drink plenty of it.
- Girls will always need a snack before and after training, e.g. creamed rice, yoghurt with banana, fruit bread / toast with peanut butter, muesli bar + fresh fruit. Coke, chips, McDonalds, and fish & chips are not good fuels.
- Iron is important. Teenage girls have an increased requirement for iron and adequate iron intake is crucial to training and competing successfully. As most people know one of the best sources of iron is red meat. It is not unusual for teenage girls to be experimenting with diet and this may include; vegetarian, vegan and plant based diets which may include few (if any) iron rich foods. If you are concerned about iron intake, speak to your doctor who may prescribe an iron supplement.

### **RECOVERY (WORK HARD + RECOVER WELL = BEST PERFORMANCE)**

While our cyclists are focused on training, it is equally important to pay proper care to the way in which they recover from their training sessions.

- Replacing fluid losses as soon as possible after exercise is vital for recovery. If hydration does not occur, recovery will be incomplete.
- Girls should eat a mix of carbohydrates and protein within 30 minutes of finishing training. Carbohydrates, at this time, restore vital muscle glycogen (the main source of fuel for exercising muscles) and protein ensures muscle recovery and adaptation to training. The snacks listed above are good recovery foods as they include carbohydrate and protein.
- Immediately after training, warm down and stretch while warm.
- It is important to wind down after intense training and so biking home at a relaxed pace is a good idea.

### **AT EVENTS**

- Remember to eat a healthy breakfast and this and all other meals should be eaten at least 2 hours before a race and within 1 to 2 hours after a race.
  - Recovery foods are essential and they need to ensure that these are eaten within 30 minutes of racing.
  - If you are unsure of what or when to eat because you have races fairly close together, please ask your coach for advice.
  - Keep hydrated - drink plenty of water.
  - A good warm up before each race will ensure optimum performance and a warm down and stretching afterwards will aid recovery.
  - Keep off your legs between races to allow muscles to recover.
  - Stay out of the sun as much as possible as it causes dehydration and reduces energy.
  - Return to the Baradene base and warm down after each race and debrief with your coach.
- You owe it to yourself, your team, your coaches, your College, your parents and supporters to be ready to perform at the very best of your ability.



## FAIRPLAY CHARTER OF BARADENE COLLEGE OF THE SACRED HEART

Baradene College is a fair play school.

We play hard and we play fair.

All Baradene College sporting participants aim:

To ensure sport is an enjoyable and rewarding experience for all  
involved

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To compete to the best of our ability, with enthusiasm and  
fairness

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To respect the rules of the sport and abide by those rules  
on all occasions

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To accept and respect the role of officials always and to  
abide by decisions

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To respect the mana of our opponents and  
their supporters

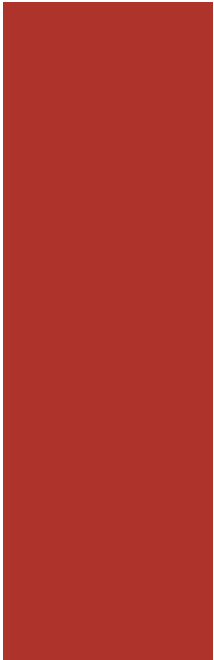
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To value the spirit of sportsmanship, and to accept victory or loss  
with equal dignity

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To play hard and play fair





# Baradene Cycling Club

## Rider Code of Conduct 2024



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Participating in a sport for Baradene College of the Sacred Heart is a great honour. In joining the Baradene Cycling Club you are expected to adhere to the behaviours, systems, and processes outlined below.

\*BCC includes: Committee members, Head Coach, Coaching Co-ordinator, Squad Leaders ,Marshalls, Parent Ride Leaders, Parent Riders

### **Squad Structure and Function**

1. I will co-operate and comply with all reasonable directions given by the BCC Committee members, Head Coach, Coaching Co-ordinator, Squad Leaders , Marshalls, Parent Ride Leaders, Parent Riders\*
2. I will cooperate with all other members of the squad and every team of which I am a member.
3. I will make every effort to be available for a team, if selected.
4. I will undertake any physical testing required by BCC.
5. I will give BCC a minimum of five days' notice if I am not able to be present at a race or BCC event.
6. I will notify the BCC Secretary of any changes to my physical address, email or phone contact details.

### **Professionalism**

7. I will display control, courtesy, respect, honesty, dignity and professionalism at all times.
8. I will be punctual, have high standards of language, manner, preparation and presentation.
9. I will refrain from any form of verbal, physical or emotional abuse toward other riders, spectators, officials and/or BCC members. If I see any form of abuse happening in the programme, I will report this immediately to the BCC Coach Co-ordinator.
10. I will wear the correct uniform at all events, ceremonies and functions organised in connection with where the Rider appears as a member of a Team. I understand that I must not modify or disfigure the uniform in any way.
11. I will behave in a manner befitting a sports person and so as not to bring myself, BCC or Baradene College into disrepute.
12. I will comply with the constitution, by-laws, rules, regulations, protocols, policies and procedures of BCC, Baradene College, ASSC, NZSS, CycleNZ, and the UCI. If you have a complaint at any event with commissaries/officials, you will follow the following protocol:

a) Inform team coaches or managers of any disputes.

b) Let team coaches or managers deal with disputes by allowing them to take control of the process.

13. I will refrain from using my mobile phone during squad activities such as team meetings, pre-race briefings, and post-race briefings.

14. I will supply relevant squad coaches with training information as required by the coach.

15. I will respect facilities and equipment provided at all events and camps.

16. When representing the squad, team or wearing BCC uniform, riders need to be cleared by BCC for participation or contribution to media.

17. **Social media:** I will not comment on any selection, team or other Junior Development issues in such a way that negatively impacts BCC, myself, or other riders. This includes all online forums, websites, facebook, twitter, instagram, and ALL other public spaces.

18. I will comply with all rules, regulations, bylaws, policies and codes of conduct relating to drugs and doping. I will, at all times, comply with the UCI Antidoping Examination Regulations, CycleNZ Antidoping Policies, the New Zealand Sports Drug Agency Act 1994 and all Regulations made under that Act. In all BCC activities, I will not use supplementation products such as the caffeine-based products e.g. "no-Doze", "V", "Red Bull", etc., or any other similar product, unless supported by an approved medical note or approved in writing by an accredited Academy of Sport nutritionist.

19. I agree to abide by the BCC Handbook and the Fair Play Charter.

## **I WILL BE A POSITIVE ROLE MODEL FOR CYCLING**

### **BCC Officials**

20. I will respect decisions made by BCC Office Holders. If I have any complaints / issues about BCC coaches, riders or selectors I will contact the BCC Coach Co-ordinator, as outlined at the end of this code of conduct.

### **I accept that BCC will not be liable for:**

21. Any loss, damage or injury of any kind arising directly or indirectly from any act, neglect or fault (whether negligent or otherwise) on the part of BCC and connected with the Rider's participation at any BCC development camps or events.

22. Medical treatment conducted on the Rider, or any disciplinary, or other action ordered or taken against the Rider by BCC or Baradene College

## **Consequences**

23. If I breach any of the expectations listed above, BCC Committee may:

- (a) suspend me from competition; and/or impose a penalty or sanction;
- (b) withdraw me from BCC activities
- (c) withdraw me from any official event.

## **Complaints procedure**

24. All complaints, in accordance with any of the expectations listed above, must go directly to the BCC Chairperson or Coach Co-ordinator:

Chairperson (Vicki Hyland): [vehyland@gmail.com](mailto:vehyland@gmail.com)

Coaching Coordinator (Tom Donnelly) [tomrosiedonnelly@gmail.com](mailto:tomrosiedonnelly@gmail.com)

The BCC Discipline Panel will make all relevant rider code of conduct decisions. This panel includes two representatives from BCC and one representative from Baradene College.

Any issue / complaint should not be raised with the College unless the above process has been followed.

# Baradene Cycling Club

## Parent/Guardian Code of Conduct 2024



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Your daughter has asked to join the Baradene Cycling Club (BCC). This parent/guardian code of conduct has been developed to give you a guide of our expectations of you, as parents/guardians involved in BCC. It is intended to assist everyone to obtain maximum benefit and enjoyment out of the Baradene College cycling programme.

As parents/guardians we expect you to adhere to the behaviours, systems and processes outlined below. If more than one parent/guardian is involved in caring for the rider, you both must sign and date the below - this also applies to step-parents.

*\*BCC includes: Committee members, Head Coach, Coaching Co-ordinator, Squad Leaders, Marshalls, Parent Ride Leaders, Parent Riders.*

“You” the parent/guardian

### **Club Structure and Function**

1. I will co-operate and comply with all reasonable directions given by the BCC Committee members, Head Coach, Coaching Co-ordinator, Squad Leaders, Marshalls, Parent Ride Leaders, Parent Riders\*
2. I will give BCC a minimum of five days’ notice if my child is not able to be present at a race or BCC event.
3. I will notify the BCC Secretary of any changes to our physical address, email or phone contact details.

### **Positive Presence and Rider Well-Being**

4. I will encourage my daughter to participate for her own interest and enjoyment.  
I will encourage her to discuss any queries / issues regarding her cycling directly with her squad leader.
5. I will be a positive role model for my child and display control, courtesy, respect, honesty, dignity and professionalism towards all those involved with the Baradene Cycling Club.
6. I will not engage in any kind of unsportsmanlike conduct with any official, coach, or parent, such as booing, taunting, threatening behaviour, refusing to shake hands or using profane language or gestures.
7. I will not encourage any behaviours or practices that endanger the health and well-being of my child or other riders.
8. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.

9. I will refrain from any form of verbal, physical or emotional abuse toward other riders, spectators, coaches, officials and/or BCC members. If I see any form of abuse happening, I will report this immediately to the BCC Coach Co-ordinator.

10. I will not criticise my or others' children in front of others. This includes on all forms of social media.

11. I will encourage my child to participate by the rules. I will comply with the constitution, by-laws, rules, regulations, protocols, policies and procedures of BCC, Baradene College, ASSC, NZSS, CycleNZ, and the UCI. If I have a complaint at any event with commissaries/officials, I will follow the following protocol:

- a) Inform team coaches or managers of any disputes.
- b) Let team coaches or managers deal with disputes by allowing them to take control of the process.

12. I will refrain from getting involved in activities such as team meetings, warm-up's, pre-race briefings, and post-race briefings, unless asked by coaches or managers.

13. I will respect facilities and equipment provided at all events and camps

14. I will behave in a manner befitting a Baradene College parent and so as not to bring myself, BCC or Baradene College into disrepute.

#### **I will be a positive role model for cycling**

**15. Social media:** I will not comment on any selection, team or other BCC issues in such a way that negatively impacts BCC, myself, my child, or others' children. This includes all online forums, websites, facebook, twitter, instagram and ALL other public spaces.

16. I will comply with all rules, regulations, by-laws, policies and codes of conduct relating to drugs and doping. I will, at all times, comply with the UCI Antidoping Examination Regulations, CycleNZ Antidoping Policies, the New Zealand Sports Drug Agency Act 1994 and all Regulations made under that Act.

17. I will conduct myself with integrity, transparency, accountability and in a fair and equitable manner.

18. I agree to abide by the BCC Handbook and the Fair Play Charter.

#### **BCC Officials**

19. I will respect decisions made by BCC Office Holders. If I have any complaints about BCC coaches, selector, or riders, I will contact the BCC Coach Co-ordinator, outlined at the end of this code of conduct.

#### **I accept that BCC will not be liable for**

20. Any loss, damage or injury of any kind arising directly or indirectly from any act, neglect or fault (whether negligent or otherwise) on the part of BCC and connected with my child's participation at any BCC camps or events.

21. Medical treatment conducted on my child, or any disciplinary, or other action ordered or taken against your child by BCC or Baradene College.

## **Consequences**

22. I understand that if I breach any of the expectations listed above, BCC may:

- (a) suspend me from engaging/being present at BCC activities
- (b) withdraw my child from BCC activities

## **Complaints procedure**

23. All complaints, in accordance with any of the expectations listed above, must go directly to the BCC

Chairperson or Coach Co-ordinator:

Chairperson (Vicki Hyland): vehyland@gmail.com

Coaching Coordinator (Tom Donnelly) tomrosiedonnelly@gmail.com

The BCC Discipline Panel will make all relevant parent/guardian code of conduct decisions. This panel include two representatives from BCC and one representatives from Baradene College.

Any issues / complaints should not be raised with the College unless the above process has been followed.

**BARADENE COLLEGE OF THE SACRED HEART  
TRAVELLERS CONTRACT  
2024 Training Camp Cambridge  
2024 NISS Cycling Champs  
2024 NZSS Cycling Champs**

Student Name: \_\_\_\_\_

The following are conditions to be agreed upon by those travelling and representing the Baradene College Sport Department.

1. I am an ambassador for my family, my school and New Zealand (if overseas trip). As such I must at all times behave in an appropriate manner and to the highest standard.
2. My appearance will be tidy and appropriate for the occasion.
3. I will obey the laws and regulations of the location of the trip.
4. I will participate in the activities and programme that has been planned for me willingly, co-operatively and cheerfully to the best of my ability. I will always consider the feelings of others and will do nothing to make things unpleasant for any other member of the group. In this way I will get maximum benefit from the whole experience.
5. I will accept the direction and guidance of the supervising adults without argument.
6. I will refrain entirely from the use of alcohol, non prescription drugs, vapes or cigarettes.
7. I will know the meeting places and be on time, so that I do not inconvenience the group.
8. I will support the 'fair play' philosophy at all times and respect the other competitors, officials, marshals, referees and judges at the event.
9. I will ensure I catch up on any missed school work as a result of this trip.
10. I accept that any infringement of this contract will be dealt with very severely upon return to school, or may even result in being returned to school early at my parents' expense.
11. I, and my parents, accept all financial obligations of the schedule.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_





BE SAFE • HAVE FUN • KEEP WINNING