

# **Southend Wheelers**

## **Club Time Trials**

### **Marshalls (roadside) Duties 2013**

These notes should be read in conjunction with the Riders Briefing Notes, Signing-on and Timekeepers Duties, and Organisers Duties, documents.

These notes describe the duties of the traditional 'roadside marshal' and do not cover all of the roles you may be asked to do as a member of the Event Team.

The minimum age for Marshals and other, 'roadside' event officials is 18 years of age.

Arrive at the event HQ in good time (at least 45 minutes before the start time and report to the race organiser or chief marshal

Check the marshalling location you are required to be at and collect a Hi-vizibility tabard, and red warning flag if necessary. Also confirm the number of riders in the event, if known at that time

Familiarise yourself with the location and type of signs or flags near to your marshalling location.

Attend the pre-event marshals briefing, if there is one

You must wear a hi-vizibility tabard for the duration of the event, this includes the setting and collecting of signage etc...

Set off in good time to your marshalling point, preferably being in position at the start time, at the latest, or as specifically advised by the organiser,

If travelling by car, do not park on the course.

If possible, check that any signs or flags near your marshalling point are in the correct position.

Riders must follow the Highway Code at all times and are responsible for their own safety and conduct.

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Your main duty is to ensure the event riders go in the correct direction, and to warn them of any other road users in the vicinity and of any new hazards which are presented once the Time Trial has started.

You must not put yourself in any danger and must not stand on the carriageway.

You should maintain a safe position enabling road users to see you from any direction.

#### **You must not stop traffic.**

You should be aware that road users of all types may pass you and you should be courteous at all times. In the case of cyclists or horse riders advise them if they are likely to encounter competitors.

Keep a note of the number of riders that pass you, the last rider on the road should shout "last rider" as they pass each marshal.

Make a note of any riders breaking any event rules

Once you are certain all riders have passed you, you may leave your marshalling point. Unless otherwise instructed you must not remove any signs or flags.

Return your Hi-visibility tabard to the organiser and report any incidents to the event organiser, Chief Marshal or in their absence the Timekeeper or a committee member..