



Australian Government

Department of Education, Employment and Workplace Relations

SISOCYT304A Guide on-road cycle tours

Release: 2

SISOCYT304A Guide on-road cycle tours

Modification History

Not Applicable

Unit Descriptor

This unit describes the performance outcomes, skills and knowledge required to guide participants on on-road day cycling tours. This unit focuses on the application of planning skills to make suitable arrangements to safely guide groups on on-road cycling tours.

Application of the Unit

This unit applies to on-road cycling guides who are responsible for planning, implementing and evaluating on-road day cycling tours in controlled environments for groups of participants. This unit also applies to leaders working for outdoor education or adventure providers; volunteer groups; not-for-profit organisations or government agencies.

Licensing/Regulatory Information

No licensing, regulatory or certification requirements apply to this unit at the time of endorsement.

Pre-Requisites

SISOCYT201A Select, set up and maintain a bike
SISOCYT202A Demonstrate basic cycling skills
SISOCYT303A Apply on-road cycling skills
TLIH207D Plan and navigate routes

Employability Skills Information

This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements describe the essential outcomes of a unit of competency.

Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the Evidence Guide.

1. Plan a cycle tour.

- 1.1. Conduct relevant assessments to determine the ***condition of participants***.
- 1.2. Develop a tour ***plan*** according to participant's needs, ***relevant legislation*** and ***organisational policies and procedures***.
- 1.3. Select a cycling route to suit abilities and ***group objectives*** according to relevant legislation and organisational policies and procedures.
- 1.4. Identify potential ***hazards*** and ***obstacles*** associated with on-road cycling and procedures to minimise ***risks***.
- 1.5. Access ***relevant sources*** to interpret detailed ***weather and environmental information*** and determine tour plan.
- 1.6. Determine ***food and water requirements*** according to ***principles of nutrition*** and ***contextual issues*** of the tour.
- 1.7. Select ***touring bicycles*** and ***equipment*** according to contextual issues, organisational policies and procedures, and proposed cycling conditions.
- 1.8. Perform routine ***pre-departure checks*** on touring bicycles and equipment and correct any deficiencies.

2. Brief participants.

- 2.1. Communicate instructions and ***relevant information*** about the cycle tour in a manner suitable to the participants.
- 2.2. Outline logistical details and ***safety procedures*** for the tour.
- 2.3. Establish a suitable communication system for participants to use during cycle tour.
- 2.4. Demonstrate cycling posture and techniques.
- 2.5. Outline procedures for separation from group according to organisational policies and procedures.

ELEMENT	PERFORMANCE CRITERIA
	2.6. Check and confirm participants are properly equipped for the cycle.
3. Lead on-road cycle tour.	3.1. Evaluate cycling conditions and provide direction and advice to group during the tour. 3.2. Monitor individual and group progress, including cycling posture, technique and rate of travel appropriate to conditions, and provide feedback throughout. 3.3. Identify potential hazards and decide how they can be overcome or avoided. 3.4. Implement appropriate modifications to tour in regard to all variable factors that are monitored. 3.5. Conduct routine and non-routine touring bicycle maintenance checks and repairs in the field.
4. Complete post tour responsibilities.	4.1. Retrieve, inspect, repair and store equipment according to organisational policies and procedures. 4.2. Evaluate relevant aspects of cycle tour.. 4.3. Identify potential areas of improvement for future cycle tours. 4.4. Review own performance and identify potential improvements.

Required Skills and Knowledge

This section describes the skills and knowledge required for this unit.

Required skills

- communication skills to:
 - consult with participants to plan on-road cycling tours that meet their needs
 - convey information about the safety and logistical aspects of the tour
 - interact with participants to create a safe and positive environment
- problem-solving skills to:
 - make decisions about potential hazards, obstacles and risks
 - conduct pre and post tour checks and maintenance on touring bicycles
 - modify aspects of tours according to all variable factors and non-routine situations
- planning and organising skills to:
 - source, allocate and coordinate touring bicycles, equipment and location
 - organise participants into manageable groups for on-road cycling
- language and literacy skills to:
 - produce cycling tour plans
 - complete post tour participant and self evaluations
- first aid, maintenance and emergency response skills appropriate to on-road cycling to enable initial response in emergencies.

Required knowledge

- legislation and organisational policies and procedures to ensure safe conduct of all activities
- minimal impact cycling codes to enable protection of the environment
- road rules, cycling codes and rider etiquette to understand cyclist's rights and responsibilities on the road, and maintain safety of other cyclists and motorists
- location specific information to assist in the planning process and enable management of potential hazards and any special restrictions applying to the area
- equipment and bicycle types, construction features, characteristics and technology used for on-road cycling, the advantages and disadvantages of the range of equipment to enable appropriate selection, use and maintenance
- personal and protective cycling gear and the design and or construction features that make it appropriate for on-road cycling activities
- maintenance tools and spare parts to conduct routine and non-routine maintenance checks and repairs
- communication methods used between cyclists and motorists
- cycling techniques used according to different terrain and gradient
- hazards, obstacles and risks associated with cycle touring and how to negotiate these
- weather and environmental information to ascertain possible conditions and their

affect on the activity

- principles of nutrition to maintain health and energy during the cycle tour
- emergency and first aid procedures relevant to the location to ensure risk minimisation to self and others.

Evidence Guide

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Overview of assessment

Critical aspects for assessment and evidence required to demonstrate competency in this unit

Evidence of the following is essential:

- plans within tour constraints and guides and monitors group in a safe and professional manner
- applies contingency management techniques to deal with a range of problems or variable factors that may arise during on-road cycling tours
- encourages and responds to group feedback and evaluates and reflects on own guiding performance to identify strengths, weaknesses and areas that need improvement.

Context of and specific resources for assessment

Assessment must ensure the safe guiding of cycling tours on roads that are of sufficient breadth and duration to demonstrate competency and consistency of performance.

Assessment must also ensure access to:

- resources and information regarding participants and location to plan, guide and document tours
- a cycling location with suitable roads
- participants to take part in cycle tour
- on -road cycling and navigation equipment, tools and spare parts and safety equipment.

Method of assessment

A range of assessment methods should be used to assess practical skills and knowledge. The following examples are appropriate for this unit:

- observation of planning and guiding processes and interacting with participants, including conveying information for safe participation
- oral or written questioning to assess knowledge and the application of relevant legislation and organisational policies and procedures to enable safe conduct of all on-road cycling activities throughout tour
- observation of dealing with contingencies such as changing weather conditions and equipment failure
- review of cycling tour plans
- third-party reports from a supervisor detailing

performance.

Holistic assessment with other units relevant to the industry sector, workplace and job role is recommended.

Range Statement

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

Condition of participants may include:

- previous experience
- physical development
- age
- injuries and illnesses.

Plan may include:

- aims and objectives
- date, time and duration
- location, equipment and resources
- guide and participant ratios
- safety and emergency requirements
- risk and contingency management plan.

Relevant legislation may include:

- occupational health and safety
- permits or permission for access
- environmental regulations.

Organisational policies and procedures may include:

- occupational health and safety
- use and maintenance of bicycles and equipment
- communication protocols
- risk management procedures
- time and budget constraints
- confidentiality of participant information
- code of ethics.

Group objectives may include:

- self improvement
- meeting people
- fitness targets
- skill acquisition.

Hazards may include:

- temperature extremes
- slippery or unstable terrain
- dangerous animals and insects
- stinging trees and nettles
- dense vegetation
- group management hazards

Obstacles may include:

- bridges
- water on road
- bumps

Risks may include:

- depressions and pot holes
- drainage grates.
- hypothermia
- heat exhaustion
- injuries
- exhaustion
- lost party or party member
- equipment failure.

Relevant sources may include:

- Bureau of Meteorology
- media
- land managers or agencies
- local knowledge.

Weather and environmental information may include:

- satellite images
- daily and weekly forecasts
- maximum and minimum temperatures
- weather warnings
- event warnings
- river level
- synoptic charts
- high and low tide predictions

Food and water requirements may include:

- menu planning and preparation
- range of foods.

Principles of nutrition may include:

- food groups
- dietary guidelines
- individual food requirements and allergies.

Contextual issues may include:

- weather conditions, including times
- season
- transport
- location
- trip distance and duration
- group objectives
- group size

Touring bicycle may include:

- road bicycle
- hybrid bicycle
- mountain bike.

Equipment may include:

- cycling equipment
- repair equipment
- spare parts and tools
- navigation equipment
- safety, first aid and rescue equipment
- communication equipment.

Pre-departure checks may include:

- adjusting bicycles for each participant
- working order of bicycles and safety and repair equipment.

Relevant information may include:

- safety procedures
- risk and hazard prevention and management
- on-road cycling techniques
- logistical details
- responsible and safe behaviour.

Safety procedures may include:

- use of first aid, safety and repair equipment
- symptoms, treatment and prevention of common cycling incidents or risks
- safe areas and or boundaries
- contingency and risk management plans.

Variable factors may include:

- change of weather and conditions
- equipment failure
- participant's needs.

Maintenance may include:

- checks
- adjustments
- alignments
- lubrication
- replacement
- repairs.

Relevant aspects may include:

- objectives
- planning process
- activity site
- weather
- equipment selection
- clothing selection
- food selection
- instructional content
- instructional technique
- assessment technique
- group feedback
- directing techniques
- rescue techniques employed.

Unit Sector(s)

Outdoor Recreation

Competency Field

Cycling Tours