

Workbook – Mountain Biking Level 2 (controlled environments)



Course number:
 Course venue:
 Course Leader:
 Course date(s):

Scout Mountain Biking / Mountain Biking Level 2

Module: Apply advanced off-road cycling skills

Candidate's personal details: **My Name:**
 My Branch: My Membership No: My Scouting Role:
 Mobile: Email: Address:

Assessment summary	Not satisfactory	Satisfactory
1: Questions (summative): Mountain biking skills		
2: Exercises (summative): Personal plan for a mountain biking activity		
3: Activities (summative): Bike maintenance and repairs in the field		
4: Evaluation checklist (summative): Demonstrate advanced mountain biking skills		
5: Observation checklist (summative): Demonstrate advanced mountain biking skills		
6: Logbook (summative)		

Scout module requirements are complete

Supervisor Name: _____ **Signature:** _____ **Date:** _____

The candidate satisfies the requirements for the above module and is considered to be proficient.

Scout Assessor / Instructor Name:

Scout Assessor No: & **Instructor No:**

Signature: **Date:**

Candidate's Statement of Acceptance

I accept the assessment decision and agree that the process was valid and fair.

OR

I wish to appeal the assessment decision:

Candidate's signature: **Date:**

Note to Scout Assessor / Instructor:

When this module workbook is complete, detach this page and forward to your Branch Training Administration Officer. Return the rest of this module workbook to the candidate.

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ASSESSMENT RESULT SHEET



Course number:
 Course venue:
 Course Leader:
 Course date(s):

**Scout Mountain
 Biking / Mountain
 Biking Level 2**

Apply advanced off-road cycling skills

Candidate's personal details: My Name:
 My Branch: My Membership No: My Scouting Role:
 Mobile: Email: Address:

Based on my observations and from verified information available, the candidates listed above can:	Not satisfactory	Satisfactory
1. Plan for the off-road ride		
1.1. Identify and plan <i>food and water requirements</i> according to <i>principles of nutrition</i> and the duration of the ride.		
1.2. Research and determine <i>route</i> for the off-road ride according to <i>contextual issues, relevant legislation</i> and <i>organisational policies and procedures</i> .		
1.3. Access <i>relevant sources</i> to interpret detailed <i>weather and environmental information</i> and determine ride plans.		
1.4. Identify potential <i>hazards</i> and <i>obstacles</i> associated with off-road cycling and procedures to minimise <i>risks</i> .		
1.5. Establish a suitable communication system to use when riding in a group and organise a reliable support vehicle and driver where required.		
1.6. Determine access, availability of public transport and parking, if necessary from both entry and exit points of ride.		
2. Select, use and maintain off-road cycling equipment		
2.1. Select personal and <i>protective clothing</i> and identify design and or construction features that make it appropriate, according to contextual issues.		
2.2. Select suitable <i>bicycle</i> and <i>equipment</i> according to their <i>features</i> appropriate to the proposed off-road cycling conditions.		
2.3. Fit and adjust bicycle <i>proportions</i> and personal equipment according to personal requirements and organisational policies and procedures.		
2.4. Conduct <i>pre-ride maintenance checks</i> and correct any deficiencies.		
2.5. Attach equipment and <i>accessories</i> to bicycle and secure off-road bicycle to vehicle, where required.		
3. Undertake off-road ride		
3.1. Adopt appropriate posture and maintain control and balance at all times when riding off-road on intermediate to expert terrain.		
3.2. Apply off-road cycling <i>techniques and skills</i> in a smooth, safe and energy efficient manner according to <i>terrain and conditions</i> .		
3.3. Navigate route and negotiate <i>difficult situations</i> according to relevant legislation and organisational policies and procedures.		
3.4. Communicate with cyclists, motorists and other users, and apply trail etiquette.		
3.5. Pace cycling and adopt safe group or bunch riding techniques to maintain group cohesion.		
3.6. Negotiate hazards and obstacles safely and take measures to guard personal and group safety.		
4. Maintain and repair off-road cycling equipment in the field		
4.1. Identify and use cycling <i>tools and spare parts</i> and an in -field repair kit to deal with <i>routine problems and or repairs</i> according to manufacturer's specifications and		

organisational policies and procedures.		
4.2. Determine measures to deal with non-routine problems and or repairs.		
5. Complete post trip responsibilities		
5.1. Remove mud and dirt from off-road bicycle and spray all moving parts with appropriate lubricant.		
5.2. Examine off-road bicycle for any defects and repair or arrange for repair in a timely manner according to organisational policies and procedures.		
5.3. Store off-road bicycle in appropriate manner.		
5.4. Evaluate <i>relevant aspects</i> of the off-road cycling activity and record details according to organisational policies and procedures.		
<p>The candidate has provided the following portfolio of evidence:</p> <p>1: Questions (summative): Mountain biking skills</p> <p>2: Exercises (summative): Personal plan for a mountain biking activity</p> <p>3: Activities (summative): Bike maintenance and repairs in the field</p> <p>4: Evaluation checklist (summative): Demonstrate advanced mountain biking skills</p> <p>5: Observation checklist (summative): Demonstrate advanced mountain biking skills</p> <p>6: Logbook (summative)</p>		
<p>The candidate satisfies the requirements for the above unit and is considered to be competent.</p> <p>Assessor / Instructor Name: Assessor No: & Instructor No:</p> <p>Signature: Date:</p>		

<p>Appointing your Supervisor:</p> <p>All Supervisors must hold the units that they are supervising.</p> <p>Supervisor for Mountain Biking Level 2 can be a leader who has any of the following appointments:</p> <ul style="list-style-type: none"> • Guide mountain biking (Scouts Australia) • Instructor mountain biking (Scouts Australia) • A person with an industry registration e.g. NOLRS registered mountain biking Guide or Instructor
<p><u>Supervisor's Details:</u></p> <p>The Scout Mountain Biking Course /Level 2 Mountain Biking course Instructor appointed this person as the candidate's Supervisor and mentor:</p>
<p>Supervisor's name:</p> <p>Supervisor's Mountain Biking qualifications:</p> <p>Membership No: Scouting Role:</p> <p>Contact: Mobile: Email:</p>

<p>Information regarding VET Assessment:</p> <p>On successful completion of Scouts Australia Adult Training & Development modules in Adventurous Activities, candidates may apply to the Scouts Australia Institute of Training (SAIT - RTO # 5443) for Recognition of Prior Learning (RPL) for units of competence from the SIS10 Sport, Fitness and Recreation Training Package.</p> <p>Candidates will need to request an RPL enrolment form from their Course Leader/Instructor/Assessor, who will provide advice about enrolment. The RPL assessment process will normally occur when sufficient modules have been completed to provide evidence towards Guide and/or Instructor Skill Sets, or for full qualifications at the Certificate II, Certificate III and/or Certificate IV levels.</p> <p>Successful completion of the module included in the Scout Mountain Biking Course /Level 1 Mountain Biking, may provide evidence towards the RPL of the following units of competence:</p> <ul style="list-style-type: none"> • SISOMBK302A: Apply advanced off-road cycling skills
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My NAME is:

Assessment 1: Questions (summative): Advanced off-road cycling skills	
Questions	Candidate's answers
Planning for an off-road ride	
List 6 potential hazards and obstacles that you will need to consider when planning the location for the group that are participating during this off-road cycling activity.	1 2 3 4 5 6
List 4 considerations that will determine the type and amount of food and water required when planning an off-road cycling activity.	1 2 3 4
When organising your groups communications for the off-road cycling activity, who are the 4 key personnel to consider in the communications plan.	1 2 3 4
Select, use and maintain off-road cycling equipment	
List 4 features of an off-road bike when selecting a bike to ride for an off-road activity.	1 2 3 4
List 8 tools and/or spare parts you take with you on a ride.	1 2 3 4 5 6 7 8
List 4 personal and protective gear you may consider for an off-road cycling activity.	1 2 3 4

My NAME is:

Advanced off-road cycling skills	
Describe the correct approach for:	Step Up: Drop Off: Bermed Corner: Ditch / Track Depression:
Describe the meaning of “The Cone of Movement”	
Describe the “Attack Position” and when it should be used	
Maintain and repair off-road cycling equipment in the field	
List 6 features of an off-road bike when selecting a bike to ride for an off-road activity.	1 2 3 4 5 6
Describe the content of a trail side repair kit for and intermediate to expert terrain activity.	
Describe some options for managing a broken derailleur in the field.	
Complete post trip responsibilities	

My **NAME** is:

List 6 actions that should be completed after the completion of a mountain bike activity.	1 2 3 4 5 6
After an off-road cycling activity, what are 4 aspects of the activity that you would evaluate?	1 2 3 4
In an effort to make improvements for future off-road rides, list 4 areas you would be considering?	1 2 3 4

The candidate demonstrated cycling skills and knowledge and is satisfactory

Supervisor's Name:

Signature: **Date:**

My NAME is: _____

Assessment 2: Exercise (summative): Personal plan for a mountain biking activity

Mountain biking activity planning checklist:	Tick when done	Tick if not applicable
Design and develop the mountain biking activity plan		
Confirm suitability and selection of mountain biking site with colleagues and participants		
Seek approval for activity from relevant land manager (i.e. camping permits and fees paid)		
Assess environmental impacts and develop an environmental minimum impact plan		
Clearly state objectives and learning outcomes for the mountain biking activity		
Complete area assessment (e.g. route, area significance, maps, terrain)		
Assess qualifications and competence of leaders and assistant leaders		
Determine the leader to participant ratio (check Branch policy and AAS)		
Scout management approval – Activity Advice & Approval – completed and approval received (use standard state Branch form and attach copy)		
Seek parental consent – completed and distributed (use standard state Branch form and attach copy)		
Collect the names, addresses, and medical and emergency contact details for all participants		
Identify participants’ social and cultural needs		
Check weather and made necessary alterations (e.g. gear, clothing, route, food, water)		
Plan appropriate personal clothing for activity and weather and advise participants		
Plan and check all appropriate mountain biking activity equipment		
Plan and check transport arrangements		
Plan and check all water, food, arrangements		
Check and pack appropriate first aid kits		
Establish cancellation, modification or postponement procedures		
Assess the risks and develop a risk management plan (attach a copy of risk management plan)		
Complete and share the communication plan (include with risk management plan)		
Identify emergency procedures (include with risk management plan)		
Identify support and evacuation abilities		
Complete and share the contingency plan		
Brief all staff on activities, objectives, allocated jobs and responsibilities, communications and emergency procedures, and risk management plan		
Brief all participants on activities, expectations, communications and emergency procedures		
Post activity:		
Check equipment for damage and arrange for repair or replacement as needed		
Review/evaluate the mountain biking activity with team		

My Plan:

Mountain biking date(s) and times		
Mountain biking location		Attach: <ul style="list-style-type: none"> • Location info and maps • relevant site information – researched from websites, track notes, etc.

My **NAME** is: _____

Aims of the mountain biking activity:		
Description of the participant group including number, age and skill level:		
Activity Leader: my name, qualifications, and contact details	Name: Qualifications: Mobile: E-mail:	
Name, qualifications, and contact details of other responsible team members:	Name: Qualifications: Mobile: E-mail: Name: Qualifications: Mobile: E-mail:	
Name and contact details of emergency contact who holds a copy of this plan:	Name: Position / role: Mobile: E-mail:	
Forecast weather conditions		Attach: <ul style="list-style-type: none"> • Climate information for region and time of year • Attach timely weather reports, warnings, tide table, etc.
Navigation and route plan	Attach: route plan for the mountain biking activity	
Program Constraints Comment on and plan for any of the following: <ul style="list-style-type: none"> • Site constraints, including environmental issues • Equipment constraints • Participants' social and cultural needs that may impact on program delivery and details of adjustments or changes planned to accommodate these needs • Participant health issues that will need special attention • Other special needs issues for participants 		
Planning for Water : <ul style="list-style-type: none"> • What will be needed • What will be carried • How will water supplies be replenished • Water purification techniques to be used 		

My Plan for Minimal Environmental Impact (Leave No Trace)

My NAME is: _____

A Scout takes care of the environment	
Leave No Trace principles	Some of my actions to reduce my impact:
1. Plan ahead and prepare	1 2 3 4
2. Travel and camp on durable surfaces	1 2 3 4
3. Dispose of waste properly	Rubbish 1 2 Human Waste 1 2 3 4 Hygiene 1 2
4. Leave what you find	1 2 3 4
5. Minimise the impact of fire	1 2 3 4
6. Respect wildlife	1 2 3 4
7. Be considerate of your hosts and other visitors	1 2 3 4

My NAME is: _____

Day	Menu	Shopping list	
Day 1	Snacks		
	Lunch		
	Dinner		
Day 2	Snacks		
	Breakfast		
	Lunch		

Planning for transport

Forward journey details:

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Driver name:

Vehicle details: Mobile: E-mail:

Driver name:

Vehicle details: Mobile: E-mail:

Forward journey details:

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Driver name:

Vehicle details: Mobile: E-mail:

Driver name:

Vehicle details: Mobile: E-mail:

Transport contingency plans:

My NAME is:

Leader's equipment/gear list	Emergency response plan	
Group share equipment/gear list	Copy of emergency response plan, procedures, phone numbers	
Participant's equipment/gear list		

Budget (hopefully A will = B)	
Items that need to be paid for:	Item cost \$
Transport	
Camp site fees	
Equipment hire	
Food purchases	
A = Total costs	
Cost recovery:	
Participant fees (No of participants x fee per person)	
Amount subsidised by Group	
Fundraising	
B = Total income	

My NAME is: _____

Emergency Response Plan for Mountain biking

Activity Location: _____ Activity Date: _____

Emergency, accident and rescue procedures should be appropriate for the outdoor activity and location to ensure risk minimisation to self and group.

- Specify the response procedures to be followed in an emergency situation
- Allocate specific tasks
- List emergency, survival and first aid equipment needed
- Have pre-planned escape routes and emergency transportation arrangements
- Detail communications plan and equipment

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Emergency contact details (name, location and phone number):

Police Ambulance

Hospital Medical

Ranger Other

RISK MANAGEMENT PLAN

Activity: _____

DANGER	RISK	MANAGEMENT STRATEGIES
ENVIRONMENT		
Rain	Wet Equipment Slippery tracks Flooded creeks Hypothermia	Example strategies: Pre-briefing and equipment list outlines appropriate clothing and wet weather gear. Participants are shown how to waterproof equipment. Extra care required on muddy tracks, slow pace, dismount and walk if needed Do not attempt to cross flooded creeks Group condition is monitored closely during wet weather.

My NAME is: _____

EQUIPMENT		
PEOPLE		

The candidate demonstrated knowledge planning for a mountain biking in uncontrolled environments and is considered satisfactory

Supervisor's Name: Signature: Date:

Assessment 3: Activities (summative): Bike maintenance and repairs in the field

Candidate will demonstrate using tools and spare parts to perform routine and non-routine checks, repairs and maintenance on the bicycle in the field to ensure it is in safe working order.

These skills should be practised multiple times before assessment so that the candidate is able to

My **NAME** is:

demonstrate satisfactory completion of the task when performing the task for observation by the Supervisor.

	Activity demonstrated	Place, Date and Conditions	Not satisfactory	Satisfactory
1	Routine pre-ride bike check and maintenance			
2	Adjusting tyre pressure according to the terrain			
3	Lubricating the bike			
4	Repairing a puncture or changing a tyre			
5	Repairs to the drivetrain			
6	Replacing a cable or repairing the brake system			
7	Routine post-ride bike check and maintenance			

Areas that need improvement:

The candidate is considered to be satisfactory in performing bike maintenance and repairs in the field

Supervisor's name: **Supervisor's signature:** **date:**

Assessment 4: Evaluation checklist (summative): Demonstrate advanced mountain biking skills

- Completed by SELF, PEER and GUIDE/SUPERVISOR**
- Third-party reports from a peer and supervisor detailing performance.
 - Observation of safe participation and demonstration of basic off-road cycling skills
 - Seek advice and feedback from others to improve skills and ensure safety of self and group

My NAME is:

• Evaluate and reflect on own performance to identify strengths, weaknesses and areas that need improvement
 You should rate yourself for each of the following areas using the 6-point rating scale below. Also ask a peer who also participated in your instructional session to rate your performance in these areas as well. A supervisor should also rate you as well. You should discuss areas where you need to improve.

1. Unsure	2. Poor	3. OK	4. Good	5. Very good	6. Not applicable
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Rate how well the candidate can:	Date:	Date:	Date:
	Self	Peer	Guide/ Supervisor
Plan for the off-road ride <ul style="list-style-type: none"> Identify and plan <i>food and water requirements</i> Research and determine <i>route</i> for the off-road ride Access <i>relevant sources</i> to interpret detailed <i>weather and environmental information</i> Identify potential <i>hazards</i> and <i>obstacles</i> and procedures to minimise <i>risks</i> Establish a suitable communication system to use when riding in a group Organise a reliable support vehicle and driver Determine access, availability of public transport and parking, if necessary from both entry and exit points of ride 			
Select, use and maintain off-road cycling equipment <ul style="list-style-type: none"> Select personal and <i>protective clothing</i> Select suitable <i>bicycle</i> and <i>equipment</i> Fit and adjust bicycle <i>proportions</i> and personal equipment Conduct <i>pre-ride maintenance checks</i> and correct any deficiencies Attach equipment and <i>accessories</i> to bicycle and secure off-road bicycle to vehicle 			
Undertake off-road ride <ul style="list-style-type: none"> Adopt appropriate posture and maintain control and balance at all times when riding off-road on intermediate to expert terrain Apply off-road cycling <i>techniques and skills</i> in a smooth, safe and energy efficient manner according to <i>terrain and conditions</i> Navigate route and negotiate <i>difficult situations</i> Communicate with cyclists, motorists and other users, and apply trail etiquette Pace cycling and adopt safe group or bunch riding techniques to maintain group cohesion Negotiate hazards and obstacles safely and take measures to guard personal and group safety 			
Maintain and repair off-road cycling equipment in the field <ul style="list-style-type: none"> Identify and use cycling <i>tools and spare parts</i> and an in -field repair kit to deal with <i>routine problems and or repairs</i> Determine measures to deal with non-routine problems and or repairs 			
Complete post trip responsibilities <ul style="list-style-type: none"> Remove mud and dirt from off-road bicycle and spray all moving parts with appropriate lubricant Examine off-road bicycle for any defects and repair or arrange for repair in a timely manner Store off-road bicycle in appropriate manner Evaluate <i>relevant aspects</i> of the off-road cycling activity and record details 			
Areas that need improvement:			

My **NAME** is:

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VERIFICATION DETAILS

	Name	Signature	Phone contact details
Peer			
Guide/Supervisor			

My NAME is: _____

Assessment 5: Observation checklist (summative): Demonstrate advanced mountain biking skills			
Based on my observations and verified information the candidate demonstrated	Supervisor's comments	Not satisfactory	Satisfactory
Plan for the off-road ride <ul style="list-style-type: none"> Identify and plan <i>food and water requirements</i> Research and determine <i>route</i> for the off-road ride Access <i>relevant sources</i> to interpret <i>weather and environmental information</i> Identify potential <i>hazards</i> and <i>obstacles</i> and procedures to minimise <i>risks</i> Establish a suitable communication system to use when riding in a group Organise a reliable support vehicle and driver Determine access, availability of public transport and parking, if necessary from both entry and exit points of ride 			
Select, use and maintain off-road cycling equipment <ul style="list-style-type: none"> Select personal and <i>protective clothing</i> Select suitable <i>bicycle</i> and <i>equipment</i> Fit and adjust bicycle <i>proportions</i> and personal equipment Conduct <i>pre-ride maintenance checks</i> and correct any deficiencies Attach equipment & <i>accessories</i> to bicycle & secure bicycle to vehicle 			
Undertake off-road ride <ul style="list-style-type: none"> Adopt appropriate posture and maintain control and balance at all times when riding off-road on intermediate to expert terrain Apply off-road cycling <i>techniques and skills</i> in a smooth, safe and energy efficient manner according to <i>terrain and conditions</i> Navigate route and negotiate <i>difficult situations</i> Communicate with cyclists, motorists and other users, and apply trail etiquette Pace cycling and adopt safe group or bunch riding techniques Negotiate hazards and obstacles safely and take measures to guard personal and group safety 			
Maintain and repair off-road cycling equipment in the field <ul style="list-style-type: none"> Identify and use cycling <i>tools and spare parts</i> and an in -field repair kit to deal with <i>routine problems and or repairs</i> Determine measures to deal with non-routine problems and or repairs 			
Complete post trip responsibilities <ul style="list-style-type: none"> Clean off-road bicycle and spray all moving parts with appropriate lubricant Examine off-road bicycle for any defects and repair or arrange for repair Store off-road bicycle in appropriate manner Evaluate <i>relevant aspects</i> of the off-road cycling activity and record details 			
Areas that need improvement:			
The candidate demonstrated advanced off-road cycling skills and is considered to be satisfactory			
Supervisor's Name: Signature: Date:			

My **NAME** is:

Assessment 6: Logbook

Logbook has been sighted and provides satisfactory evidence of mountain bike off-road tours on multiple occasions.

Supervisor's Name: **Signature:** **Date:**