

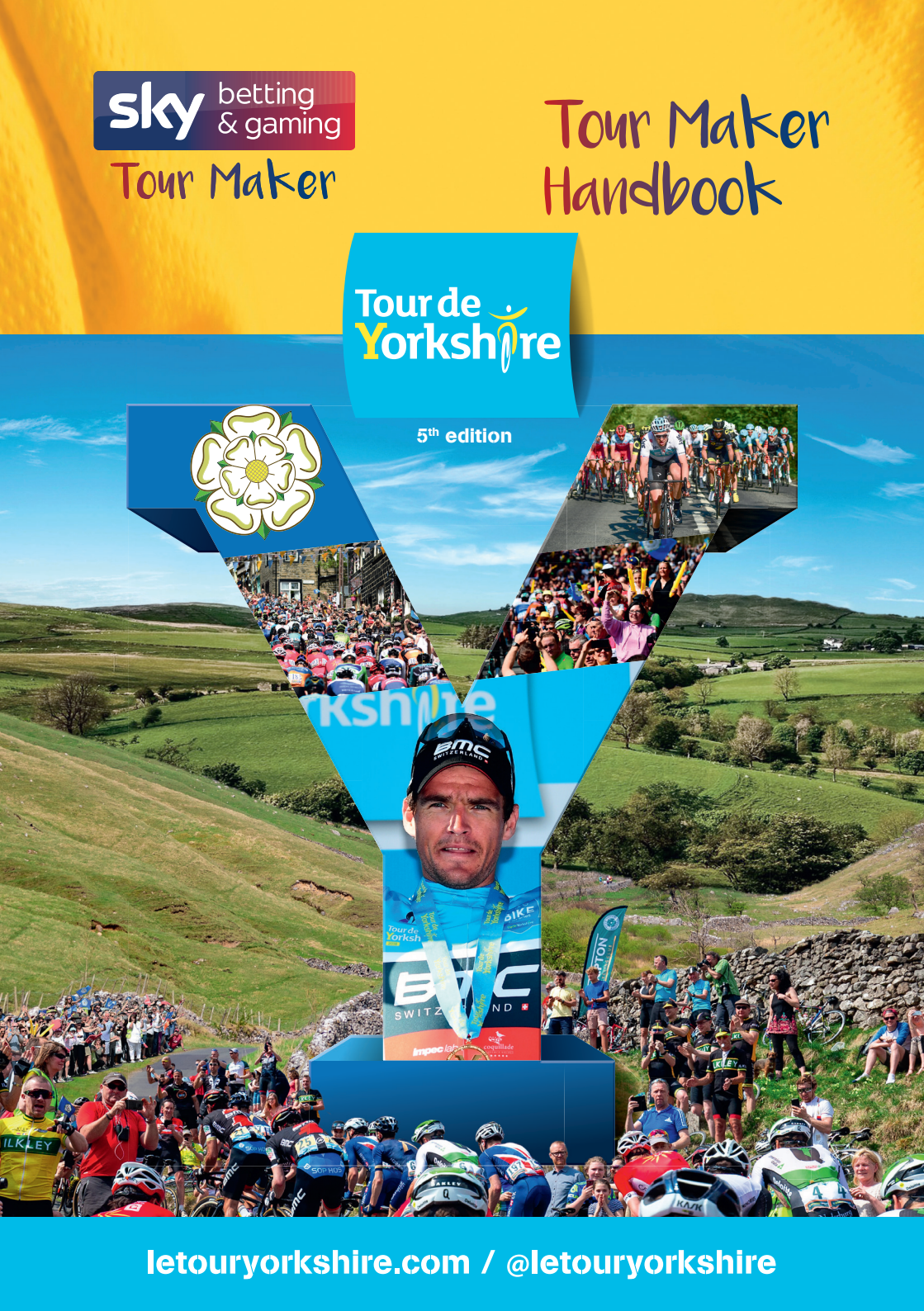
sky betting & gaming

Tour Maker

# Tour Maker Handbook

Tour de Yorkshire

5<sup>th</sup> edition



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# Congratulations

Congratulations! You have been selected as a Tour Maker for this year's Tour de Yorkshire. This guide should answer any questions you may have, and give you further details on what you can expect from your role.

The advice has been compiled by Tour Makers who have been a part of the Tour de Yorkshire previously.

## What Happens Next?

- You will have now received details regarding where you will be located over the four days.
- As the race draws closer you will also receive details of your meeting point and time, race time and the time you can expect to end your shift.

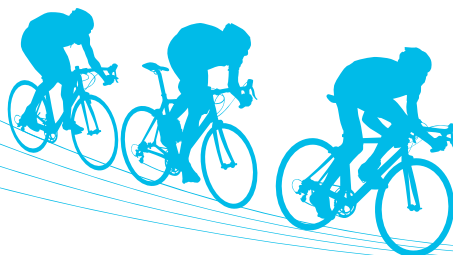
- All spectator engagement tour makers will be based in a location as part of a team of tour makers. Each team is appointed a Supervisor and Deputy. Supervisors are provided with contact details for their team and are encouraged to get in touch in advance of the race.

## Join your team – and get involved!

- If and when your Supervisor first contacts you they will ask if you are happy to share your contact details with the rest of the team at your location. We encourage you to agree to this. Your details will only be shared with the rest of the team you are working with on the day, and it will allow you to engage with them both in advance and after the race. You may find that you already know others in your team, or find someone who lives near you that you could share a lift with etc. If you are not happy for your details to be shared please let your supervisor know.

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## How can I help before the day?

- The answer is – in lots of ways! Whether you are part of a large team, or a small one, you may be able to help in several ways. You may live in, or be familiar with, your location but your supervisor may not. The two most common questions from Tour Makers are:

- 1) *where can I park my car on the day?*
- 2) *are there any toilets in the area?*

You may have the answers, and be able to share them with your Supervisor and the rest of your team. Any advice, or help you can share, before the day is valuable to everyone in your team.

## Preparation for the day

- In advance of the race you will receive a list of supervisors and deputy supervisors for your stage. Please feel free to contact your supervisor if you have any questions in advance.
- Some locations may have parking available for Tour Makers but due to the size of the race and the crowds, parking may also be restricted. Please keep this in mind and work together with your Supervisor to find a solution.
- Please ensure you know exactly where you are going, where you need to meet and what time you need to be there. If in doubt, contact your Supervisor well ahead of time.



# On the day

- Arrive at your meeting point at the time given by your Supervisor and check in with them. Please give yourself plenty of time to arrive at your designated meeting point. If you are going to be late or unable to attend on the day please contact your Supervisor as soon as possible.
- Please wear suitable clothing for your role. It may be cold, wet, muddy or even sunny! Be prepared for anything. Depending on where you are located, and the length of your shift, you may need food, water etc. Please bring supplies with you and research the nearest catering facilities.
- It's a good idea to bring with you a fully charged mobile phone and the emergency number for the Organisers, the Supervisor and Deputy. Your Supervisor and Deputy should already have your number (if you have agreed to share it with them).
- Please be prepared to be briefed by your Supervisor before they deploy you to your race locations. If you have any particular issues (mobility etc) make sure you have informed them in advance so they can accommodate your needs.

- We ask that you remain in position for an hour after the race has passed through, before meeting up again with your team members for a debrief.

- **NEVER PUT YOURSELF IN DANGER.**

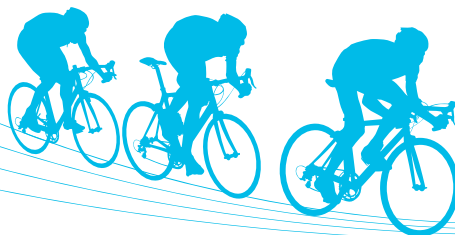
Your first priority is your own safety and you should not get involved in any conflict situations. If an issue does occur (and they are very rare) please walk away, and report the incident to your Supervisor, Deputy Supervisor, a member the official security team personnel or a Police Officer.

We hope this guide has been helpful. Not all of it may apply, but some of it certainly will. The guide has been put together by previous Tour Makers who have shared their advice on the best way to carry out the role.

The key is to communicate and talk to each other.

Have a great Tour de Yorkshire and thank you again for helping to make it the success that it is.

Remember without you, your Deputy and your Tour Makers – the Tour de Yorkshire wouldn't be the same...so a GREAT BIG THANK YOU from us.



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# Thank you

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From our origins in Harrogate, to the homes we've made in Leeds and Sheffield – Yorkshire's people, places and environment have been instrumental to our success.

Our employees are cycling enthusiasts, and committed to making a positive difference to the communities in which they grow and develop their careers. Whether that's by donating to local charities, volunteering in the community, or racing on two wheels, we bang the drum for the region we love.

Not only will we be providing kit to the 1800 volunteers, we'll also be lending our own helping hands over the weekend of the Tour. We can't wait.

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