

BICYCLE & SCOOTER POLICY

- The Catholic Education Office and NSW Roads and Traffic Authority recommend that children under 10 years of age DO NOT ride bicycles or scooters to or from school unless accompanied by an adult.
- The Catholic Education Office and NSW Roads and Traffic Authority recommend that children of Primary School Age cycle safely off-road.
- All RTA road rules concerning bicycles are to be followed. This includes the pedestrian's right of way on footpaths. The bell should be used as a warning when approaching pedestrians.
- Riders must dismount and walk beside their bicycle when crossing at pedestrian crossings and lights.
- Children must correctly wear a Standards Australia approved bicycle helmet at all times when in control of a bicycle or scooter.
- Bicycles and scooters ridden to school must be in good, safe working order and bicycles must be fitted with a bell. It is the responsibility of the parent/carer to ensure that the bicycle or scooter is in good and safe working order and that all protective equipment as required by law is provided.
- All riders are expected to use the available pedestrian entry points. These include the crossing lights on Oxford Street and pedestrian crossings on Cambridge and Pembroke Streets.
- Children are to dismount before entering the school grounds and walk their bicycles or scooters whilst on site.
- Bicycles and scooters are to be stored in the bike rack provided. Bicycles and scooters must be locked with a chain and padlock supplied by the owner.
- Bicycles, scooters and helmets are brought and stored on school grounds at the owner's risk.
- Parents will be notified if students do not adhere to the School's Bicycle & Scooter Policy and permission will be withdrawn until the issues identified have been satisfactorily addressed.
- No riding of bicycles, scooters, roller blades or skateboards is permitted in school grounds during and after hours.

Note: Skateboards and rollerblades are not permitted at Our Lady Help of Christians Catholic School under any circumstances, unless directed by teachers.

Students and parents will receive a copy of Bicycle & Scooter Policy. Both student and parent need to sign permission forms annually before the student is allowed to ride to school.

Appendix

- ***Bicycle & Scooters User's Permission Form***
- ***Parental Permission form***
- ***Guide to Bicycle Maintenance for Parents***

Bicycle & Scooter User's Permission Note 2020

Student name: _____

Class: _____

Date of birth: _____

Age: _____

- I have read and understand the bicycle & scooter information provided (*Our Lady Help of Christians School Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards*)
- My parent/carer has read and understood the bicycle and scooter information provided (*Our Lady Help of Christians School Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards*)
- I understand that it is a joint responsibility between my parents and I to keep the bike and scooter well maintained with all component parts working correctly.
- I will wear my Standards Australia approved helmet correctly when riding a bicycle or scooter to and from school.
- I understand that I bring my bicycle or scooter to school at my own risk and will secure it with a lock and chain in the bike rack.
- I will not lend my bike or scooter to another student when travelling to and from school
- I will not carry any passengers on my bike or scooter
- I understand that I need to ride accompanied by an adult until I am 10 years old**

Signed (child/student): _____

Signed (parent/carer): _____

Date: _____

Please keep the *Our Lady Help of Christians School Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards* at home for reference. This permission slip will be kept on file for this calendar year.

Bicycle & Scooter User's Parental Permission Form

Student name: _____

Class: _____

Date of birth: _____

Age: _____

I give permission for _____
(child's/student's name) to ride his/her bicycle or scooter to and from school in _____.

- I have read and understand the bicycle and scooter information provided (*Our Lady Help of Christians School Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards*)
 - I have read and explained the bicycle and scooter information provided to my child (*Our Lady Help of Christians School Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards*)
 - I have reviewed the Guide to Bicycle Maintenance to check my child's bicycle for roadworthiness and understand that it is my responsibility to keep the bike or scooter well maintained with all component parts working correctly.
 - My child will correctly wear a Standards Australia approved helmet when riding a bicycle or scooter to and from school.
 - I understand that bicycles and scooters are brought to school at the owner's and user's risk.
- I understand that it is my responsibility to ensure my child (under 10) is accompanied by an adult when riding to and from school.**

Signed: _____

Relationship to child/student: _____

Date: _____

Please return this bicycle & scooter permission note to the Principal. This form will be kept on file for the calendar year.

Guide to Bicycle Maintenance for Parents

A Guide to Bicycle Maintenance: Seven Point Safety Check		
Feature	What are you checking for?	How does this bicycle rate?
Tyres	<ul style="list-style-type: none"> • Firm tyres • Tread not worn and no canvas Showing • No bulges or cuts 	1 2 3 4 5
Bell	<ul style="list-style-type: none"> • Rings clearly and loudly 	1 2 3 4 5
Pedal	<ul style="list-style-type: none"> • Rotates freely when spun • Rubber not showing signs of wear 	1 2 3 4 5
Lights and reflectors	<ul style="list-style-type: none"> • Secure, clean and shine brightly 	1 2 3 4 5
Brakes	<ul style="list-style-type: none"> • Blocks not worn down when brakes applied • Bike wheel does not rotate when brakes are applied 	1 2 3 4 5
Chain	<ul style="list-style-type: none"> • Does not move more than 2.5cm when lifted • Is well oiled 	1 2 3 4 5
Size of bike (see information below)	<ul style="list-style-type: none"> • Correct size for rider 	1 2 3 4 5

What is the right size of bicycle?

The right size of bicycle:

- Has controls within reach
- Is comfortable for the rider
- Has a level seat
- The rider's feet should just touch the ground when the rider is sitting on the seat
- Handlebars should allow for the arms to be slightly bent as the body leans slightly forward

The bicycle is the right size if the rider can straddle the crossbar with both feet on the ground otherwise the bicycle is too big, and therefore, unsafe. There should be about 3cm between the bicycle and the rider's crutch for a medium or lightweight bicycle. For a BMX or mountain bike there should be a 10cm gap. If there is not a crossbar, make the test from where the crossbar would be.

My child and I have completed the bicycle maintenance check and consider it to be road worthy.

Signed (child): _____

Signed (parent/carer): _____ Date: _____

Adapted from NSW Department of Education and Training

**This list is illustrative only. Other checks may be necessary.*

