

St. Michael's C.E. Primary School



Cycling Policy

January 2019

St Michael's C.E. Primary School supports pupils wanting to cycle to the school as it improves individual health and fitness and can help develop independence. The following rules will ensure that everyone knows how to remain safe and that appropriate permission has been sought from the school prior to a pupil cycling to and from school.

Pupils, parents and carers must take responsibility for their behaviour and safety on the school journey. The school exercises control within the school grounds, and promotes safe cycling in the process, but is not in a position to implement policies in areas where it has no authority or responsibility.

The decision on whether or not a pupil is able to cycle safely to and from school rests with the pupil and their parent/carer after discussion with the school in relation to the number of bicycles we can accommodate. The parent/carer is responsible for ensuring that the pupil has appropriate clothing and protective equipment to ride safely to school and that the bike is roadworthy.

St Michael's will offer the opportunity for students to attend Bikeability level 2 and 3 courses, currently when they are in Year 6. This means that in the first instance, the opportunity to cycle to school will be offered to Y6 pupils.

Bringing bikes onto the school grounds

Children wishing to cycle to school must live beyond a 'reasonable' walking distance and have their parents' permission to cycle. Each case will be considered individually. Due to limited number of storage racks, places may be offered in the first instance to the older children; other parents may make a request to the Head teacher who has the final decision. A list of children who have permission to cycle to school will be kept and reviewed termly.

All cyclists must dismount outside the school entrance. No riding is permitted on school grounds to ensure the safety of all the other people on the site.

Pupils must park their cycle in a designated area, securing their bicycles with their own lock. The school will not be held liable in the event of theft or damage. Cycle helmets will then be stored in a secure location throughout the day.

All bicycles must be in a roadworthy condition (see below*)

Roadworthy condition

Each bicycle should be checked by parents to ensure it is in good roadworthy condition. The following checks should be carried out:

- Both front and rear brakes work effectively
- There is a rear reflector
- The tyres have sufficient tread for all conditions
- The chain is tensioned and lubricated correctly
- The saddle, handlebars and pedals are secure and adjusted for the rider
- There is a working bell
- Front and rear lights work correctly (if fitted)
- The school reserves the right to revoke permission if the above conditions are ignored.

Cycling Charter

Children and their parents/carers will be asked to read, agree to and sign the following **Cycling Charter** to confirm that they understand the terms by which the children will be permitted to cycle to and from school.

Cycling Charter

1. Students are to dismount before entering school grounds and walk their bicycles whenever on school grounds. No riding of bicycles at any time is permitted in school grounds before, during or after school hours.
2. Students must wear an approved bicycle safety helmet at all times when in control of their bicycle.
3. Bicycles brought to school must be in a good, safe working order and must be fitted with working brakes.
4. Bicycles used in the winter months (i.e. outside British Summertime clock changes) must be equipped with appropriate head and tail lights before being brought onto school grounds.
5. Bicycles are to be stored in the bike racks provided. Bicycles must be locked with a chain/padlock or appropriate bicycle lock supplied by the bicycle owner. Safety helmets must be stored in the designated store throughout the day.
6. Bicycles and safety helmets are brought and stored on school grounds entirely at the owner's risk.
7. Pupils should under no circumstances tamper in any way with another pupil's bicycle, lock or helmet, particularly in a way which might endanger the user's safety. If this is found to be the case, the pupil will be expected to pay for any damage caused and will have their Bike Pass withdrawn.
8. Parents will be notified if pupils do not adhere to the school's Cycling Policy. This may lead to the pupil being refused entry with their bicycle to school. If they disobey the policy after one formal warning any permission will be withdrawn.

Cycling Issues

Should other parents have concerns about the conduct of a cyclist, they should inform the office who will then pass this for review. Actions after this may include:

- a general reminder to all,
- a reminder to the cyclist in question referring to a specific incident,
- involvement of the parent / carer to address the situation, and if necessary,
- the revoking of permission.

BICYCLE PERMISSION NOTE

I give permission for _____ (child's name) _____ (Class) to ride their bicycle to and from school.

- I understand that the roads around the school are busy and could be dangerous, especially at the start and finish of the school day.
- I have read and understand the **Cycling Charter** provided.
- I have read and explained the **Cycling Charter** provided to my child.
- I understand that it is my responsibility to keep the bicycle well maintained and road worthy, with all component parts working correctly.
- My child will always correctly wear an appropriate bicycle safety helmet when riding their bicycle to and from school.
- I understand that bicycles are brought to school entirely at the owners' own risk.
- I understand that if the policy is not followed my child may not be allowed to bring their bicycle onto school grounds.

Signed: _____ Date: _____

BICYCLE USER'S CONTRACT (Pupil)

- I have read and understand the **Cycling Charter** provided.
- I understand that it is a joint responsibility between my parents and I to keep my bicycle well maintained with all parts working correctly.
- I will always wear an appropriate bicycle safety helmet when riding my bicycle to and from school.
- I understand that I must not ride my bicycle at any time on school grounds.
- I understand that I bring my bicycle to school at my own risk and will secure it with a lock and chain in the bicycle racks provided.
- I understand that if the rules are not followed I may be refused entry to school grounds with my bicycle.

Signed: _____ Date: _____