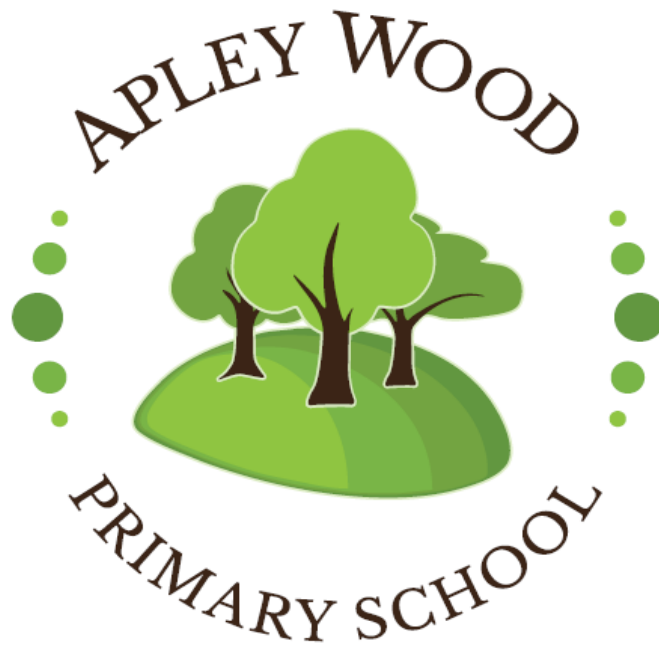


Apley Wood Primary School



Cycling Policy

Updated March 2021

Ellen Smith

To be revised – March 2024



Apley Wood Primary School supports all pupils who wish to walk or cycle to school, because it improves their health and fitness, it can be an enjoyable family experience and reduces traffic outside the school making conditions safer for everyone. The school wishes to encourage all pupils to cycle safely to school with the intention of making this facility available to more pupils and parents as soon as facilities become available. At present we can accommodate 40 cycles.

Cycle Permits

Cycle permits are agreements or contracts drawn up between pupils, parents and the school which clarify conditions for pupils cycling to school. These permits encourage safe, responsible and courteous cycling.

Training

Year 6 children are given the opportunity to undertake training once a year which is organised by the Local Authority's Road Safety Department. Approved trainer will give training and much of this will be in the road.

Insurance

Most cycles are covered by standard household insurance, provided the cycle has been locked up securely. Expensive bicycles valued at £250 or more may require separate insurance. The school, under no circumstances, will be held liable in the event of theft, damage or loss. This includes any damage incurred by other pupils during the school day when bikes are stored in the bicycle racks on the main playground. Parking a bicycle at school is carried out at the riders own risk.

Security & Storage

As a school, we currently provide cycle racks with 40 spaces next to the playground entrance to our school. The parking stand enables the frame and front wheel to be locked to the stand, which also supports the bicycle.

We encourage post-coding or data tagging of bicycles and will, where possible, organise this to take place. A record of the bikes description will be kept. Parents / Carers will need to provide the locks and a serial number to be recorded on the permit.

In the event that demand for secure places exceeds supply, the school will allocate permits to those travelling furthest to school and to the most frequent users.

Condition

It is essential that bicycles ridden to school are roadworthy and regularly maintained. Police Officers and Road Safety Officers may make random checks. This should include the condition of the tyres, brakes, pedals, steering, lights, reflectors and chain. All bicycles should be fitted with a bell. Bicycles should be kept clean to protect books and school clothing.

Safety Gear

Helmets must be worn and must be properly fitted if they are to be effective. The helmet must be locked securely with the bicycle.

Lights and reflective clothing are of crucial importance. Cyclists need to be visible at all times. There is a wide range of reflective items for sale. Lights must be securely fitted to bicycles to avoid them being lost or stolen.

Children cycling to school must carry a minimum of books and equipment. Suitable panniers may be used.



Cycling Behaviour

Cycling carelessly or dangerously are offences for which the Police may prosecute. A pupils cycle permit will be temporarily or permanently withdrawn in the event that they are seen riding inappropriately. We encourage pupils to consider the needs of others when cycling, and also when entering the school gates they must dismount immediately and be careful of other children and adults when parking their bicycle.

Each child being granted a cycle permit will be given an approved code of practice for cyclists:

Be courteous – always cycle with respect for others.

When cycling on shared-use paths: - (paths that are designated as both cycle and pedestrian paths.)

- give way to pedestrians, leaving them plenty of room
- keep to your side of any white dividing line
- be prepared to slow down or stop if necessary
- don't expect to cycle at high speeds
- be careful at junctions, bends and entrances
- use a bell – don't assume that people can hear or see you

When cycling on roads; -

- always follow the highway code
- fit and use lights in poor visibility
- keep your bike roadworthy
- be seen – most accidents to cyclists happen at junctions
- remember that pavements are for pedestrians – don't cycle on them except where designated
- use your bell as not all pedestrians may see you

Parental Request for Permission

Parents/carers will need to request that their child cycles to school and can store their bicycle on school grounds. Parents/carers will be given a copy of this policy along with a permission form. Children granted a cycle permit must attach the permit to their bicycle. The Governors of our school reserve the right to revoke the cycle permit if conditions are not adhered to.

This cycle policy will be reviewed when necessary.

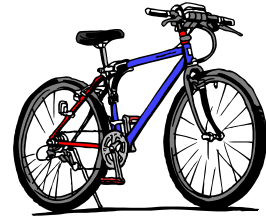
Updated March 2021.

To be reviewed March 2024.



Apley Wood Primary School

Request For Cycle/Scooter Permit



- Your bicycle or scooter **must** be in a roadworthy condition.
- Cyclists **MUST** wear a helmet.
- You **must** ride sensibly & follow the Highway Code.
- You **must** dismount & wheel your bicycle or scooter when on pathways.
- You **must** dismount & wheel your bicycle or scooter through the front pedestrian gate.
- You **must** lock your bicycle or scooter & helmet securely.
- Appropriate reflective clothing & bike lights **must** be used when visibility is poor.

Any disregard for these rules means the permit will be removed.

Pupil's Name: Date of Birth:

Address:

.....

..... Post Code:

Cycle Serial No: Lock Serial No:

Cycle/scooter Make and Model: Colour:

I accept the above conditions and request permission for my child to be given access to cycle parking at the school.

Signed (Parent/ Carer)

Printed Name

Date:

FOR SCHOOL USE ONLY

Permit no:

Issue date:

Expiry Date:

Apley Wood School accepts no responsibility for any damage caused to bicycles or scooters whilst on school grounds