

# Foxyards Primary School

## Bicycle and Scooter Policy

### Bicycle Storage on School Premises Policy

#### (i) Bicycle and Scooter Policy

At Foxyards Primary School we recognise both the environmental and health benefits of cycling to school and wish to promote safe cycling to school. Cycling gives children freedom as it provides an opportunity for independent travel. The School encourages Cycling as a safe and affordable means of getting to and from School with minimal impact on the environment. Parents are responsible for the safe transport of children to school. We strongly recommend that children who cycle to school are accompanied by an adult, until such time as the parent is confident the child has the knowledge and skills to be allowed to cycle unsupervised.

Our school promotes cycling in the following ways:

1. a. All pupils are encouraged to undertake cycle training if they have not already done so. Cycling proficiency courses are available for all pupils in Years 3 and 5. The school arranges for the borough to run courses at the School
- b. as part of the curriculum on healthy, safety, environment and welfare.
  
2. All pupils are encouraged to:
  - a. provide and be responsible for their own bicycle/scooter and lock.
  - b. wear clothes that are visible to other road users.
  - c. to be courteous roads users and to cycle/scoot in accordance with the Highway Code.
  
3. All pupils are expected to a wear a helmet.
  - b. Investigate a suitable cycle route for their journey to and from school.
  - c. Let parents/guardians know the route they will be using.
  - d. Report any problems with their route to either the school or their parents/guardians.
  - e.. Each child will need to complete a cycle permit form School
  - f. **Dismount on arrival at the school gate.**
  
4. a. In order to help with this cycle policy the school provides a safe place for bikes to be stored.  
**(Pupils/parents/guardians are responsible for the locks for the bike).**
  
5. Any issues regarding pupils cycling/scooter to and from school are to be raised with the HeadTeacher.

#### Guidance

Partnership with parents and a clear understanding of responsibilities will help to support safe cycling/scooting. While the school provides a cycle and scooter storage area and cycle training for older children, the decision to allow a child to cycle to school rests with parents. **We strongly recommend that all children who cycle/scoot to school are accompanied by an adult, until such time as the parent is confident the child has the knowledge and skills to be allowed to cycle unsupervised.**

## **Liability and insurance**

Schools are not liable for property brought onto their premises, and are therefore not liable for pupils' bicycles or scooters being stolen or damaged by a third party while they are at school. The school's insurance does not cover cycles on the premises, so parents are advised to make their own arrangements.

Responsibility for children while they are on their way to or from school rests with parents. The school can take no responsibility for the safety of children outside school.

We recommend that cycles are clearly marked or post-coded and that all equipment is named.

## **Permits**

All children bringing cycles or scooters onto the school premises must have a completed cycle/scooter permit. The school may withdraw the permit at any time which will prohibit the cycle being brought onto school premises. All cyclists must have a permit to come onto school premises.

## **Storage**

The Cycle and scooter racks are available on school premises for those with cycle/scooter permits. We recommend that all cycles and scooters are securely locked to a stand.

## **Training**

All pupils will be encouraged to undertake cycle training if they have not already done so. Cycling proficiency courses are available for pupils in Year 3 and 5. The school arranges for the borough to run courses.

## **Maintenance checks**

Cycles ridden to school should be fully roadworthy and properly maintained.

Regular checks should include:

- both brakes working
- tyres pumped up, and wheels not wobbling sideways
- handlebars and saddle straight and tight
- front and rear reflectors and wheel reflectors
- both lights working

## **Safety**

We strongly recommend that all children wear helmets when cycling/scooting. These should fit well and conform to current British standards. We also recommend the use of high visibility garments such as jackets or tabards. Lights should be in good working order.

All cyclists should be aware of the rules of the Highway Code that relate to cycling and should follow these at all times. We suggest that parents identify the safest cycling route to school with their children and point out particular hazards and danger points.

## **Useful Website**

[www.bikeability.com](http://www.bikeability.com) [www.transportforlondon.com](http://www.transportforlondon.com)

# Bicycle and Scooter Storage on School Premises

## Aims

To encourage environmentally sustainable transport to school and children's fitness, bicycle and scooter storage spaces are located on Key Stage 1 and Key Stage 2 playgrounds where pupil's bicycles and scooters can be locked to storage brackets.

## Expectations & Procedures

Children who cycle/scoot to school should always wear a suitable safety helmet while riding their bicycle and their bicycle will be roadworthy and in good working order; brakes and steering are sound.

Children who ride their bicycles to school will be familiar with basic Highway Code road regulations (e.g. is it illegal to cycle on the pavement) and are always mindful of pedestrians and whenever possible receive cycling training e.g. 'Cycling Proficiency Awards'.

- **Children need to dismount when entering onto school premises**

## Parental Agreement and Understanding

Parents understand that any property (e.g. bicycles/scooters/helmets etc.) stored in the bicycle area are left entirely at the owners risk and the school is not in any way responsible for the security and safe keeping of the property.

Parents understand that the school is not liable in any way for any injury or damage caused either on the journey to or from school while riding a bicycle or scooter.

# Foxyards Primary School

## Bicycle and Scooter Storage on School Premises Permit

If you wish your son/daughter to cycle or scoot to school, please complete the form below. It is important that we know the numbers of children cycling to school even on an irregular basis in order that we can make appropriate security and safety arrangements. Space is limited in cycle racks.

Please ensure that details are updated if any items change.

### ***Cycle Helmets***

Although it is not a legal requirement for children to wear cycling helmets, **pupils are expected to wear a correctly fitted cycle helmet when riding to and from school.**

They are also strongly encouraged to wear appropriate reflective clothing and bike lights when visibility is poor.

### **Conditions for Cycling to School**

1. All bicycles/scooters must be in a roadworthy condition.
2. Cyclists must ride sensibly and follow the Highway Code.
3. Cyclists must dismount on entering the school and carefully wheel the bike/scooter to the racks
4. **No cycle or scooter may be ridden anywhere on the school site including the drive.**
5. All bicycles/scooters must be locked securely to a cycle rack.

I would like my child \_\_\_\_\_, Year \_\_\_\_\_, to use the school cycle racks.

I/We are committed to ensuring safe cycling for all as set out in the policy

I/WE understand that THE SCHOOL CANNOT BE HELD RESPONSIBLE FOR ANY LOSS OR DAMAGE THAT OCCURS.

I/WE note that the advice by the police and by The Road Safety Unit is that children should not ride on the road unaccompanied. Children who have passed the Cycling Proficiency Course have been judged competent road cyclists BUT PARENTS MUST USE THEIR OWN JUDGEMENT IN ALLOWING OVER TENS WHO HAVE PASSED THE TEST TO RIDE UNACCOMPANIED. The school does not encourage children who have not completed the course to ride to school alone.

I agree to follow school policy and guidance on use of cycles

Name of child..... Date of Birth.....

Cycle make.....

Cycle serial no.....

Lock serial no.....Model.....

Cycle colour..... Features.....  
Signed.....  
Date.....  
Parent/Guardian Name.....

I agree to follow school policy and guidance on use of scooters  
Name of child..... Date of Birth.....  
Scooter make.....  
Scooter serial no.....  
Lock serial no.....Model.....  
Scooter colour..... Features.....  
Signed.....  
Date.....  
Parent/Guardian Name.....

**Important Notice to Parents**

While Foxyards Primary School wishes to encourage an increase in the number of pupils cycling to school, the decision as to whether your child is competent to negotiate such hazards as may present themselves on the route from home to school and back must be yours and yours alone. Foxyards Primary School does not accept liability for any consequences of that decision.

Parents are advised to take out appropriate insurance cover as the school's insurance does not cover loss or damage to bicycles.

In signing this agreement you are agreeing to follow our Bike and Scooter Policy – this can be found on the school website or a paper copy requested from the school office.

School has the right to with draw any permits to those children/parents not following the policy.