



St Finbar's Glenbrook Primary School

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# BICYCLE SAFETY POLICY & GUIDELINES

*Updated 2015*

Students may wish to ride a bicycle or foot scooter to school when they are 10 years or older. This policy states the eligibility of students for riding to school, recommendations from the RMS (formerly RTA) and the Department of Education and Communities, Responsibilities and Expectations of the School, Parents and Students.

## Who is eligible?

After the signed permission note has been returned to school and the student has been issued with a 'St Finbar's School Rider Licence' then any student 10 years or older is eligible to ride a bicycle to school. The 'St Finbar's School Rider Licence' will only be valid for the school year that it is issued. A new permission note will need to be signed each year before a licence is issued. A requirement to ride to school is that all students must have a well maintained bicycle with operating brakes and a bell. All students that ride to school must wear a helmet that complies to the Australian Standards.

## What does the Department of Education and the RTA say?

The Department of Education and NSW Centre for Road Safety (RMS) recommend that children under 10 years of age should cycle in a **safe place off the road and away from vehicles and driveways**. Children aged between 10 and 12 years of age should avoid cycling on or near busy roads.

## The School is responsible for:

- ensuring that all students that ride to school have returned a signed permission note from their parents
- ensuring the safety of the bike rider and other students in the playground by having set rules for bike riders entering the school grounds
- issuing students with a 'St Finbar's School Rider Licence'
- providing an area where students can lock their bicycle up safely
- deciding if a student can or cannot ride to school due to infractions of the outlined rules for riding to school.

## Parents and carers are responsible for:

- the maintenance of their child's bicycle and are to ensure their child always correctly wears an Australian Standards approved helmet when riding. Bicycles must be in a good, safe working order and must be fitted with a working brake and a bell
- ensuring their child is aware of and follows the road rules relating to bicycles. This includes the pedestrian's right of way on footpaths and using a bell as a warning when approaching pedestrians
- reinforcing rules and safety advice for riding bicycles to and from school, as outlined in these guidelines and RMS advice brochures.

## Bicycle riders who bring their bicycle onto school grounds are responsible for:

- completing a 'Bicycle Rider's Agreement' and the 'Bicycle Rider's Permission Note' issued by the school. This is to be completed and returned to the Assistant Principal
- ensuring that they walk their bicycle through the playground
- storing their bicycle in the bicycle rack behind the infants toilet block. Bicycles must be locked with a chain and padlock supplied by the bicycle owner. **Bicycles and helmets are brought and stored at school at the owner's risk**

**Safe riding behaviours:**

- Students are to always correctly wear an Australian Standards approved helmet when riding
- Students must always ride in a safe manner following these guidelines and the NSW road rules relating to bicycles
- Bicycles are not permitted to be ridden on school grounds unless supervised by a teacher for practical bicycle lessons
- Bicycles are not to be ridden in school grounds after school hours
- Bicycles must be walked in and out of the school
- Parents and carers will be notified if their child does not adhere to the school's bicycle safety guidelines. Students may not be allowed to bring their bicycles onto the school grounds if they do not follow the rules
- In the event that the child does not follow the School's Bicycles Safety Guidelines then the Principal or Assistant Principal can confiscate the licence for a period of time that seems fit.

Endorsed by:

Ms Donna McFadzean  
Principal

Mr David Pospischil  
Assistant Principal

March 2015

**More information is available from:**

1. *BNSW Centre for Road Safety, (RTA):* Information for Parents and Carers About Safety on Wheels – The Law and Safety Advice for Bicycles, Foot Scooters, Skateboards and Rollerblades at

<http://ols2.rta.nsw.gov.au/ebus/docs/rescat/pdf/8/1180/45092307safetyonwheels0409.pdf>

2. *Department of Education:* Riding a bicycle To and From School at

[http://www.curriculumsupport.education.nsw.gov.au/policies/road/travel/active/ride\\_to\\_school.htm](http://www.curriculumsupport.education.nsw.gov.au/policies/road/travel/active/ride_to_school.htm)

3. *Helmet and Safety Gear – Centre for Road Safety – NSW Government*

<http://roadsafety.transport.nsw.gov.au/stayingsafe/bicyclists/helmetandgear.html>



# Bicycle Rider's Agreement

I have read the school's 'Bicycle Safety Guidelines' and understand the information provided.

- I have discussed this with my parents or carers
- I will wear my helmet correctly when riding my bicycle to and from school
- When using the footpath, I will give way to all pedestrians
- I need to keep my bicycle well maintained
- I will bring my bicycle to school at my own risk
- I will secure my bicycle with a lock and chain to the bicycle rack
- I understand that I may be stopped from bringing my bicycle onto school grounds if I do not follow the rules

My name is: \_\_\_\_\_ Class: \_\_\_\_\_

Signed (student rider): \_\_\_\_\_

Signed (parent): \_\_\_\_\_ Date: \_\_\_\_\_

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## Bicycle Rider's Permission Note

I give permission for my child \_\_\_\_\_ to ride his/her bicycle to and from school.

- I have read and understand the bicycle information provided by the school
- My child will correctly wear an Australian Standards approved helmet when riding a bicycle to and from school
- I have read and explained the bicycle information provided to my child
- I have reviewed the 'Safety on Wheels' brochure and checked my child's bicycle for roadworthiness and understand that it is my responsibility to keep the bicycle well maintained
- I have reviewed the 'Centre for Road Safety webpage and understand that it is my responsibility to ensure my child wears their helmet correctly
- I understand that bicycles are brought to school at the owner's risk
- I understand that my child may be stopped from bringing their bicycle onto school grounds if the rules are broken

Parent/Carer name (please print): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_