

Safety Advice

- Choose your children's bikes with care, if in doubt, get advice from a reputable dealer
- Train them in basic cycle control away from the road
- Teach them, by example, good road sense
- Don't let them out on their bikes until you're certain they can cope
- Ensure they take part in an approved cycle training scheme
- Regularly check the saddle and handlebar heights as your children grow
- Show your children the value of maintaining their bikes in good working order
- Make sure they always wear bright, fluorescent or reflective clothing when out on their bikes
- Make sure they wear their cycle helmets every time they go out on their bikes
- Explain to your children the value of cycling as part of a healthy lifestyle

If your child has any needs of which we should be aware please write them down in the space below.



11656/001 2015

On Road Cycling Course Booking Form

Dear Parent

I am pleased to introduce you and your child to the Norfolk County Council On Road Cycling Course. Norfolk County Council is committed to promoting cycling for all, as a healthy physical activity which most can enjoy.

This course is designed to cover basic safer cycling techniques in real traffic.

The minimum age at which a child may start this course is 9 years old. Detailed research by the Government's Transport Research Laboratory has shown that children under nine years of age are too young to reach a satisfactory standard of decision making, particularly in respect of judging the speed and distance of traffic on the road.

Training is carried out on the highway in real traffic as this has been found to be most effective. Children taking part are covered by Norfolk County Council's Public Liability Insurance.

If you wish your child to receive this training you must:

- Carry out a cycle and helmet safety check including correct fitting (see page 2 for help). If possible complete this with your child.
- Sign the Consent form in this Booking Form (on page 3) and return it to school.

To reduce the risk of possible injury a cycle helmet must be worn.

I am sure that your child will find this an enjoyable course and it will certainly enhance their road safety knowledge. For further details contact the Norfolk County Council, Casualty Reduction Section, telephone 0344 800 8020 or email roadsafety@norfolk.gov.uk

Yours sincerely

Iain Temperton
Team Manager Casualty Reduction (Education and Development)

Norfolk Road Safety

@NorfRS

www.norfolk.gov.uk/roadsafety

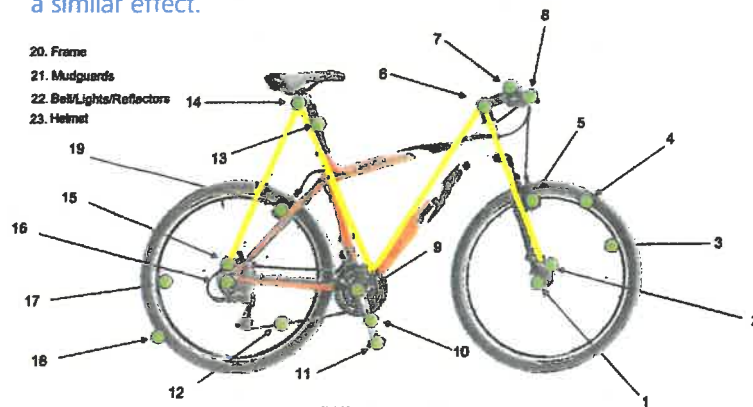


Cycle safety check

SADDLE HEIGHT: With the pedal at its lowest point, place the heel of the foot on the pedal. The leg should be straight.

REACH: Trainees should feel balanced on their bikes. Not stretching too far forward yet not too close to their handlebars. The rider should be able to comfortably reach and operate the brake levers on the handlebars.

HANDLEBAR HEIGHT: The lower the handlebars, the more weight goes forward and vice versa. The angle of the saddle has a similar effect.



THE "M" CHECK

HELMET FIT:

- Level on head – 2 fingers gap above the eyebrows
- Adjust side straps so 'v' shape meets just below ear lobe
- Buckle sits centrally under chin; tightened so no more than 2 fingers can be slid underneath.
- Replace if damaged or involved in a crash

23 helmet



CLOTHING:

- Anything loose or dangling should be secured / tightened
- Trousers should be secured with band or in sock on right (chain-side)
- Shoe laces should be short or tucked in



Kindly sponsored by Streetlife Cycles,
54 West End, Norwich NR2 4NA 01603 626660

Course content

Road Safety Officers have developed a course to help your child develop the following skills.

Control of the cycle

- Getting on and off the bike safely
- Starting and stopping safely
- Correct use of gears and both brakes
- Changing road position safely
- Riding under control to include looking all around without wobbling

Observations and awareness

- Making safe decisions based on the movement of other road users
- Making timely observations before starting, changing direction and stopping

Manoeuvring safely

- Giving clear and timely signals when riding
- Demonstrating safe use of the road
- Obeying road signs and markings

Knowledge of course booklets

- Achieving a pass mark of 75% on a written test based on the student handbook and "Tales of the Road"
- Home study will be required



checklist

- Done (please tick)
- 1,2,3,15,16 & 17. Wheels and Spokes** Check both for damage, make sure spokes and cones are not loose. Make sure wheel nuts are tight.
 - 4 & 18. Tyres** Both should have a tread pattern showing all round. **Make sure they are well pumped up.** Watch out for cuts, splits and bulges.
 - 5 & 19. Brakes** Try the front and back brakes separately. Each brake must stop the wheel from turning before the lever moves halfway. Check that the brake blocks are not touching the tyre and that they are not worn out. All types of braking systems should work well.
 - 5 & 19. Brake cables** Make sure that they are not frayed and move freely.
 - 6 & 7. Steering/handle bars** Check that the handle bars are not loose and that the steering head is tight.
 - 8. Gears** If your cycle has gears, make sure that they are properly adjusted and the rider knows how to use them.
 - 11. Pedals** Spin each pedal in turn. They should spin freely but should not be loose or wobble on the shaft. No part of the pedal should be missing, especially reflectors.
 - 12. Chain** Keep it oiled and make sure that it is not too loose or too tight.
 - 13 & 14. Saddle and Seat post** Must be adjusted for the riders height and the toes of one foot must be able to touch the ground with the rider sat on the saddle.
 - 20. Frame** Check that it is not bent and all nuts are properly tightened.
 - 21. Mudguards** If your cycle has mudguards make sure they are secure.
 - 22. Reflectors** Your cycle must be fitted with a red rear reflector and amber pedal reflectors. White front reflector and spoke reflectors will also help you to be seen. Keep them clean.
 - 22. Lights** At night and in poor weather conditions, the cycle **must** have steady front (white) and rear (red) lights.
 - 22. Bell** Cycles sold after 1 May 2004 will be fitted with a bell.
 - 23. Helmet** Norfolk County Council requires that you provide a cycle helmet which conforms to recognised safety standards. The helmet must be correctly fitted.

Norfolk County Council On Road Cycling Course Consent Form

This portion must be returned to the school before training can commence and will be held by the school

Child's Name (print):

Age:

I would like my child to take part in the Norfolk County Council On Road Cycling Course.

My child can balance and ride a cycle unaided.

I have checked my child's cycle, and will provide a safe cycle for the duration of the course.

I have given details of any special educational/medical needs which could affect my child's training (overleaf).

My child will wear a correctly fitted, recognised safety standard cycle helmet on the course.

Signed:

(parent/carer)

Unroadworthy cycles cannot be used on the course