

Parents' Checklist

Your child will learn some very useful life skills on this course, to keep the good work going it would be helpful if you can...

- 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.



Level 1 Cycling Consent Form

Dear Parent/Carer

I am pleased to introduce you and your child to the Norfolk County Council Basic Cycling Skills Course. Norfolk County Council is committed to promoting cycling as a healthy physical activity which most can enjoy. After completing this course, do try to allow your child to practice in a safe controlled setting and involve them in protected family rides out when you think they are ready.

This starter course is designed to cover only basic cycling techniques. It will help your child to learn the correct cycling skills from an early age.

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. For this reason, training is carried out off the highway, in a traffic free environment.

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

- * Ensure your child can already balance, control and steer their cycle when riding
- * Carry out a cycle safety and helmet check (see page 2 for help) If possible complete this with your child
- * Sign the Consent form and return it to school (page 3)

Cyclist training off the highway is considered by Norfolk County Council as a school activity.

To reduce the risk of possible injury, if a child were to fall from a bicycle, Norfolk County Council requires that a cycle helmet is worn during this course.

I am sure that your child will find this an enjoyable and informative course and it will enhance their road safety knowledge. For further details contact Norfolk County Council, Casualty Reduction Section, telephone 0344 800 8020.

Yours sincerely



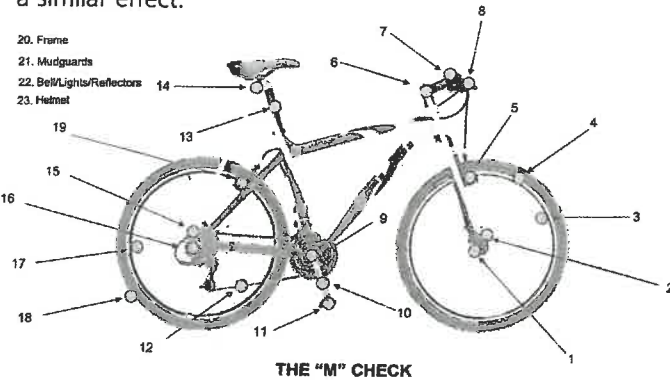
Iain Temperton
Team Manager, Casualty Reduction, Education and Development

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



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Course Content

Road safety officers have developed a course to help your child develop the following skills.

- to get on and off a bike safely
- to start off and pedal without help
- to stop without help, quickly with control
- to ride safely in the correct position
- use of gears
- to ride under control to include looking all around and behind without wobbling
- to signal right and left without wobbling
- manoeuvring skills through the use of games and activities
- to carry out a simple bike check
- to understand the health promotional benefits of cycling

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 Basic Cycling Skills Course

Consent Form

This portion must be returned to the school before training can commence

Child's Name (print): Age:

School:

I would like my child to take part in the Norfolk County Council Basic Cycling Skills Course

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

I have given details of any special educational/medical needs overleaf

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

I will follow up this activity by giving my child opportunities to practice cycling skills learned on this course.

Signed: (parent/carer)

