

Bike and Scooter Safety at Barrack Heights Public School

The number of students who are currently riding their bikes and scooters to school has grown substantially. We have also had reports of students in our uniform riding in an unsafe manner in streets surrounding our school. Whilst the school teaches road safety as part of the PD/H/PE syllabus, it is important to continually discuss with your child:

- How they get to school – the route you expect them to take (making mention of why this is important)
- Safe riding behaviours (what they specifically look like)

In New South Wales, the prime responsibility for transporting children to and from school rests with parents, not the school. As students riding to and from school does not occur within 'school hours' or on Departmental premises, and as it does not involve supervision by Departmental employees, the Department would not accept legal responsibility for any accident or injury that occurred while students were riding to or from school.

It is the school's expectation that students travelling to and from school by bicycle or scooter will follow the law and correctly wear an approved safety helmet.

In line with the law, and guidelines set by the DoE, students who wish to ride bicycles/scooters to school must complete the attached forms and return them to the school office.

Forms to be signed and returned to the school office:

- Bicycle/Scooter Permission Note: to be signed by parent or carer and returned to school.
- Bicycle/Scooter Users Contract: to be signed by the student and parent or carer and returned to school.

We have also attached for your information:

1. Safety Guidelines
2. A Guide to Bicycle Maintenance
3. A Guide to Correctly Fitting a Helmet

At Barrack Heights Public School we do not want to discourage riding to school, however we want to ensure that our students are safe and display correct riding behaviours. Their safety and wellbeing is our utmost priority and putting these guidelines in place will ensure they are aware of the role they play in keeping themselves safe. Please make your you take your child through the following pages so we can continue to work together to keep our children safe.

Warm regards,

Skye Ramsay

Principal

Bicycle Safety Guidelines at Barrack Heights Public School

What does the Department of Education and the RMS say?

The Department of Education and NSW Centre for Road and Maritime Safety (RMS) recommend that children under 10 years of age **DO NOT** ride bicycles or scooters to or from school unless accompanied by an adult. Except in exceptional circumstances, with negotiation with the school. Children aged between 10 and 12 years of age should avoid cycling on or near busy roads.

Parent and carers are responsible for:

- The maintenance of their child's bicycle/scooter and are to ensure their child always correctly wears an Australian Standards approved helmet when riding. Bicycles/scooters must be in a good, safe working order and must be fitted with a brake and a bell (if a bike). If and student comes to school without a helmet his/her bike or scooter will be 'minded' until a helmet is produced or a parent collects the bicycle/scooter.
- Ensuring their child is aware of and follows the road rules relating to both bicycles and scooters. This includes the pedestrian's right of way on footpaths and using a bell (on a bike) as a warning when approaching pedestrians.
- Reinforcing rules and safety advice for riding bicycles and scooters to and from school, as outlined in these guidelines and RMS advice brochures.

Students who bring their bicycle or scooter onto school grounds are responsible for:

- Completing a *Permission Note* and *Bicycle/Scooter User's Contract*, issued by the school. This is to be completed and returned to Mrs Ramsay prior to the commencement of riding to school.
- Dismounting before entering the school grounds and walking their bicycle or scooter whilst on school grounds.
- Storing their bicycle or scooter in the 'Bike Shed' located near the flag poles. Bicycles and scooters must be locked with a chain and padlocked; supplied by the bicycle or scooter owner. Bicycles, scooters, and helmets are brought and stored at the owner's risk.

Safe riding behaviours:

- Students are to always correctly wear and 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 and scooters.
- Bicycles and scooters are not to be ridden on school grounds, unless supervised by a teacher for practical lessons.
- Bicycles and scooters are not to be ridden in school grounds after school hours.
- Parents and carers will be notified if their child does not adhere to the school's bicycle and scooter safety guidelines. A breach of these policies and procedures may result in students not being allowed to bring their bicycle or scooter onto school grounds.

A Guide to Bicycle Maintenance: Six Point Safety Check

Feature	What are you looking for?	How does this bicycle rate?
Tyres	<ul style="list-style-type: none"> - Firm tyres - Tread not worn and no canvas showing - No bulges or cuts 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Bell	<ul style="list-style-type: none"> - Rings clearly and loudly 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Pedals	<ul style="list-style-type: none"> - Rotates freely when spun - Rubber not showing signs of wear 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Lights and reflectors	<ul style="list-style-type: none"> - Secure, clean and shine brightly 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Brakes	<ul style="list-style-type: none"> - Blocks not worn down when brakes applied - Bike wheel does not rotate when brakes are applied 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Chain	<ul style="list-style-type: none"> - Does not move more than 2.5cm when lifted - Is well oiled 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Size of bike (see next page)	<ul style="list-style-type: none"> - Correct size for rider 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing

What is the right size of bicycle?

The right size of bicycle:

- has controls within reach
- is comfortable for the rider
- has a level seat
- the rider's feet should just touch the ground when the rider is sitting on the seat
- handlebars should allow for the arms to be slightly bent as the body leans slightly forward
- the bicycle is the right size if the rider can straddle the crossbar with both feet flat on the ground, otherwise the bicycle is too big and therefore, unsafe. There should be about 3 cm between the bicycle and the rider's crutch for a medium or lightweight bicycle. For a BMX or mountain bike there should be a 10 cm gap. If there is no crossbar, make the test from where the crossbar would be.

A Guide to Correctly Fitting a Helmet

Always wear a helmet when you ride or skate



Can you place two fingers between your eyebrows and your helmet?



Can you fit two fingers between the strap and your chin?



Do the straps join in a 'V' just below your ears?



Has an adult checked your helmet?



Bicycle/Scooter Permission Note

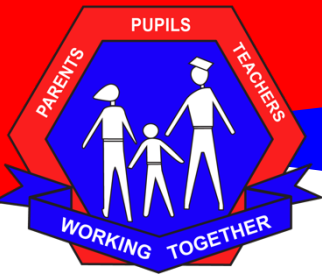
I give permission for _____ (child's name)
of _____ (class) to ride his/her bicycle/scooter to and from school in 2025.

- I understand that the roads around Barrack Heights Public School are very busy and quite dangerous, especially at the commencement and finish of school.
- I have read and understand the safety information provided (Barrack Heights Public School Bicycle Policy and The RMS Road Safety Notice for Scooters, Bicycles and Skateboards).
- I have read and explained the safety information provided (Barrack Heights Public School Policy and the RMS Road Safety Notice for Scooters, Bicycles and Skateboards) to my child.
- I have reviewed the Guide to Bicycle and Scooter Maintenance to check my child's bicycle/scooter for roadworthiness and understand that it is my responsibility to keep the bicycle/scooter well maintained with all component parts working correctly.
- My child will always correctly wear a Standards Australia approved helmet when riding a bicycle/scooter to and from school.
- I understand that bicycles/scooters are brought to school at the owner's risk.
- I will provide a locking device for my child to secure their bike/scooter.
- I understand that if these rules are not followed my child may not be allowed to bring their bicycle/scooter onto the school grounds.

Signed: _____ parent/caregiver

Name (please print): _____

Date: _____



Bicycle/Scooter User's Contract

I _____ (child's name) of _____ (class) would like to ride my bicycle/scooter to and from school in 2025.

- I have read, understand and will follow the safety information provided (Barrack Heights Public School Bicycle Policy and the RMS Road Safety Notice for Scooters, Bicycles and Skateboards).
- I understand that it is a joint responsibility between my parents/carers and myself to keep the bicycle/scooter well maintained with all component parts working correctly.
- I will always wear my Standards Australia approved helmet correctly when riding a bicycle/scooter to and from school.
- I understand that I bring my bicycle/scooter to school at my own risk and will secure it with a lock and chain in the bicycle rack.
- I understand that if these rules are not followed I may be refused entry to the school grounds with my bicycle/scooter.

Signed (child): _____

Signed (parent): _____

Date: _____