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Wednesday 26th February 2014

Dear Parent/Guardian

CYCLE TRAINING COURSE - BIKEABILITY Levels 1 and 2
Week commencing 28th April 2014

During the academic year 2013-14, your child will have the opportunity to take part in a practical cycle training course designed to teach the skills necessary to ride safely and confidently on today's roads. The 'Bikeability' course is the Cycling Proficiency for the 21st century. Training will take place on roads close to school as well as in the playground and is delivered by qualified Bikeability instructors.

The course is not suitable for complete beginners.

Your child will use his/her own bike, and it must be of a roadworthy standard. Please read the information enclosed on how to check whether your child's bike is in good condition, or take the bike to a bicycle shop to be checked. The bicycle will be checked by an instructor at the start of the course. You will be notified if any faults are found and your child will not be able to continue on the course until the faults are rectified.

Please complete and return the consent form promptly to confirm your child's place on the course.

Please ensure that your child brings a helmet as it is school policy for children to wear one for the duration of the course. Your child will not be allowed to participate without one.

Dates for cycle training have been confirmed for the week commencing 28th April 2014. The course is run over four consecutive days during the school day.

Please fill in the enclosed consent form to enable your child to take part. At the end of the course your child will receive a certificate showing the highest Level attempted and a badge showing the Bikeability Level he/she has attained.

Yours faithfully,



I consent to my child (or the following child for whom I take responsibility) to take lessons in safe, effective cycling and related activities, which may include cycle maintenance as well as riding on the public highway. I am aware that training cannot take place without a signed consent form.

(FULL NAME of child in CAPITALS) _____

(SCHOOL) _____

(SCHOOL YEAR) _____

I understand that:

- i) The instructors may refuse to train my child if they deem his/her bike to be unroadworthy, and
- ii) It remains my responsibility to make sure that my child does not ride an unroadworthy bike and if I am in doubt as to whether a bike is roadworthy I should seek the advice of a professional mechanic.

I accept that the instructors may at any time refuse to continue to train my child if his/her behaviour or ability level is deemed to be unsuitable.

I understand that Outspoken Training is not responsible for any injury or any loss or damage to which is not caused by an instructor's negligence.

I understand that it is School policy for my child to wear a helmet at all times whilst cycling and that I must provide my child with a helmet to wear. I understand that Outspoken Training will not be held liable for the results of any injury which it is later established may have been caused by the wearing of a helmet. The instructor will advise on the fit of the helmet but will not necessarily be able to judge from its appearance if it is in good condition.

I understand my child has taken training does not necessarily mean that it is safe for him/her to ride a bicycle. To become a proficient cyclist takes more practice than lessons of this kind can provide.

I understand that photography may take place solely for the purpose of advertising for OutspokenTraining.

If you would prefer your child not to be photographed, please tick here

I undertake to make the instructors aware of any medical condition my child may have which may adversely affect the training.

Special or medical needs (eg asthma, allergies, learning needs):

Signed: _____ Date: _____
(Parent/Guardian)



Bike Check Notes

Parents should check their child's cycle before the start of the course. If, in the opinion of the instructor, the cycle is not roadworthy, pupils will not be allowed on the course. Faults are often easily put right but occasionally a new part is required. We would therefore like to draw your attention to the following:

FITTING

Check that the frame fits the child and that the saddle and handlebars are at a comfortable height. Adjust both these at intervals as the child grows.

SADDLE HEIGHT:

With the pedal at its lowest point (see picture), place heel on the pedal. The leg should be straight.

REACH: Cyclists 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.



Check List		Checked?
MECHANICAL CONDITION	A mechanically sound cycle is a safe cycle. Make sure that all parts are in good repair and there are no parts loose.	<input type="checkbox"/>
WHEELS AND TYRES	Tyres must be inflated to the correct pressure which is usually stamped into the moulding of the tyre wall. As on cars, worn tyres can cause punctures. Tyres must have a reasonable amount of tread and there should be no bald patches. The side walls should have no splits or bulges. Wheels should have no cracks or broken spokes; quick releases levers and bolts should be closed tightly.	<input type="checkbox"/>
BRAKES	Cycles must have two working brakes which must stop the cycle. Brake blocks and cables should be in good condition and brake levers adjusted so that they can be operated with the minimum amount of pull. If the levers touch the handlebars in the 'on' position, the cables are too slack. Levers should be so placed that the child's fingers curve easily around them whilst the palm of the hand is on the grips. There is a variety of levers available, be sure that the ones fitted are suitable for your child.	<input type="checkbox"/>
CHAIN	Should be oiled, the correct size for the cycle and have no stiff links.	<input type="checkbox"/>
SADDLE AND SEAT POST	Saddle not loose, must be straight, roughly horizontal and at the correct height for the rider. Seat post not loose or over maximum limit.	<input type="checkbox"/>
BEING SEEN	It is important that both the cycle and the rider can be seen by other road users. Cycles must always have at least a red rear reflector and if your child intends to ride in the dark or in poor weather conditions, then they must also have lights. The use of high visibility fluorescent and reflective garments is strongly recommended. During the on road course pupils will be provided with a fluorescent safety tabard.	<input type="checkbox"/>
BELL	We suggest that a bell or alternative warning device is fitted. The correct position is on the left of the handlebar within easy reach of the grip.	<input type="checkbox"/>
HELMETS	Helmets must conform to BS EN 1078:1997 or equivalent.	<input type="checkbox"/>