

# BIKEABILITY

BOLTON



Contains important information about the course, including:

- School Cancellation and Adverse Weather Policy
- Pre-course Information for Schools

**Bolton**  
**Council**



# BIKEABILITY BOLTON



Basic cycle control skills including starting and pedalling, stopping, manoeuvring and using the gears.



Real cycling experience and makes trainees feel safer and capable of dealing with traffic on short journeys on the road.



Trains riders to make journeys in a variety of traffic environments and in all types of road conditions, competently, confidently and consistently.

Bikeability is Cycling Proficiency for the 21st century and is designed to give young people the skills and confidence to cycle safely on today's roads. Bikeability training ensures life-long skills of safe cycling are ingrained at a young age, while encouraging a healthy lifestyle, boosting confidence and developing independence.

Bikeability is being delivered by Bolton Council. Your pupils will be offered high quality cycle training and will hopefully be inspired to continue cycling either for transport, leisure or sport.

**Primary Schools:** Level 1 and Level 2 will be delivered to pupils aged 10 and over. The Bikeability course lasts for eight hours, split over four two hour sessions. It is important that pupils are available for all four sessions.

**Secondary Schools:** Level 3 will be delivered to pupils in Year 7, 8 or 9. The Bikeability course lasts two hours. Pupils will be taken out onto the roads in groups of six with one Instructor to every two or three pupils.

Alongside the health benefits of cycling, Bikeability training in your school can be used across a range of subject areas. Read on to find out how you can incorporate cycling themed lessons into your classroom activities in order to encourage pupils and adults in your local community to support your school's cycling journey.

## Linking Bikeability with the Curriculum

### Literacy

- Writing information leaflets, letters and safety posters.
- Keeping a cycling diary.
- Speaking and listening: expressing a view, interviewing, group discussion, responding to presentations.

### Numeracy

- Calculating distances travelled.
- Surveying and analysing data.
- Working out costs of repairs and maintenance.

### PE

- Knowledge and understanding of health and fitness.
- Investigating different forms of exercise.
- Development of co-ordination skills.

### Geography

- Planning cycling routes.
- Investigating the location of cycle paths and plotting them on a local map.
- Investigating the school environment.

### Science

- Finding out how gears and brakes work.
- Making close observation drawings of bikes.

### Design and technology

- Designing the ideal bike.
- Creating a cool cycling helmet.
- Making posters to promote cycling and road safety.



## Please read this section before the course

Cycling in schools promotes a healthier lifestyle, supports the implementation of school travel plans, encourages pupils to integrate cycling into their everyday school life, empowers them with the confidence to cycle safely and benefits the local community.

## Pre-Course Information for Schools

**Helmets** – All children must wear a helmet for the duration of the course.

**Bikes** – Children must bring a roadworthy bike. All bikes will be checked before the start of the course. Schools should ensure there is a suitable area for these bikes to be stored.

**Venue** – The course will take place in the school playground and on local roads close to the school. These will all be risk assessed by the Instructors.

**Consent Forms** – All children must have a signed parental consent form before they start the course. Bolton Council will provide consent forms once the course is booked.

### Staff Ratios

**Level 1 & Level 2:** One Instructor to six trainees. There will be a minimum of two staff present on all courses. Each course must have a minimum of 12 pupils.

**Level 3:** One Instructor to two or three trainees. Level 3 will be delivered in groups of six pupils.

**Equipment** – Bolton Council will supply high-visibility tabards for all the children and Instructors.

**Adverse Weather** – The course will continue in the rain, but may be cancelled in extreme circumstances such as snow. We therefore advise warm and waterproof clothing for pupils. For more information please see the Adverse Weather Policy on the back of this booklet.

**Special Educational Needs** – Parents are asked to complete an information sheet prior to the start of training. It is important that Bolton Council is informed of any special educational needs before the course so that we can provide support and assistance where required, to help ensure that all pupils can take part.

**Certificates and Badges** – Children will receive a Bikeability certificate upon completion of the course and a Bikeability badge once the online school feedback form has been completed by the school.

**School Cancellation Policy** – Where schools cancel a course within one week of the start date, a cancellation charge will apply. Please refer to the school cancellation policy on the back of this leaflet for further details.



Bolton Council want to encourage your pupils to keep cycling. Each pupil will receive a 'Get Cycling' guide to encourage them and their parents to cycle more often. The school can also help by adopting cycling friendly policies. We've provided some ideas below:

## Infrastructure

**Cycle Parking** – if you don't already have secure cycle parking at your school why not consider the investment. Pupils who cycle to school are more alert in the classroom and take fewer days off sick. Bolton Council may also be able to help fund cycle parking – try contacting the Road Safety Department for information.

**DIY Streets** – Sustrans work with local residents and other partners to create high quality urban environments that promote sustainable travel, including cycling routes to schools.

## Get Cycling

**Go-Ride Clubs** – all about getting more young people into cycling. These clubs provide high quality coaching activities, delivered in traffic-free environments. [britishcycling.org.uk/go-ride](http://britishcycling.org.uk/go-ride)

**Cycling Events** – why not hold a bike to school breakfast for pupils. These events create a real buzz around cycling for both pupils and parents. Local supermarkets might be persuaded to contribute.

**Mileage Competition** – you could set a target of how many miles the school, year group or individual pupils can cycle in a week or month. When you count up the mileage, pupils might find they have cycled enough miles to reach Paris – you could record this on a map.

There's lots more your school can do to promote cycling – why not ask the pupils for their own ideas.



# BIKEABILITY

## BOLTON

To Book Contact:

**Sport and Active  
Living Service**

**01204 332323**

[sportandactiveliving@bolton.gov.uk](mailto:sportandactiveliving@bolton.gov.uk)



### School Cancellation Policy

Bolton Council cycle training aims to provide a high quality training experience to all trainees. This policy summarises the cancellation procedures for Bikeability Courses in schools.

### Course Cancellation or Postponement by Bolton Council

Bolton Council sets high standards regarding the delivery of training, to ensure that all trainees receive a high-quality experience. Occasionally, due to adverse weather conditions or other unforeseen incidents that are outside of our control, Bolton Council may have to cancel or postpone a course at short notice. These decisions will not be taken lightly and we apologise for any inconvenience that may be caused. However, the safety of the trainees and Instructors must remain paramount in all circumstances.

In the unfortunate event that Bolton Council has to cancel or postpone your course, you will be notified as quickly as possible. To facilitate this process and ensure Bolton Council can contact you quickly, it is vital that you provide current and accurate contact details on which you can be reliably contacted at short notice. In such instances, you will be given the opportunity to transfer your booking to another date.

### Course Cancellation or Postponement by the School

If you wish to cancel or amend your booking prior to delivery or part way through the course, Bolton Council's cancellation policy is:

- up to one week before the first day of the course – you will have the opportunity to move your booking to another date where available; and

- less than one week before the first day of the course – you will have the opportunity to move your booking to another date where available and a cancellation charge will apply.

Where a school cancels a Bikeability course less than one week before the first day of the course, a cancellation charge will apply as follows:

Course	What Constitutes a Course?	Cancellation Charge
Level 1 and 2 course	4 sessions	Up to 12 pupils £300
		13 - 18 pupils £440
		19 - 24 pupils £580
		25 - 30 pupils £720
Level 3 course	1 session	£75 for every six pupils

Where a school cancels an individual session less than one week before the day of the session, a cancellation charge will apply as follows:

Course	What Constitutes a Course?	Cancellation Charge
Level 1 and 2 course	2 hours	Up to 12 pupils £75
		13 - 18 pupils £110
		19 - 24 pupils £145
		25 - 30 pupils £180
Level 3 course	2 hours	£75 for every six pupils

Where a reduced number of pupils attend a course and this results in one or more instructors not being utilised, schools will be charged a standard fee of £35 per session for every individual instructor.

### Useful links:

**British Cycling** – for more cycling opportunities visit [britishcycling.org.uk/cycletraining](http://britishcycling.org.uk/cycletraining)

**Bikeability** – for further information and Bikeability resources please visit [bikeability.org.uk](http://bikeability.org.uk)

**Balanceability** – to get younger pupils into cycling visit [balanceability.com](http://balanceability.com)