OUTCOMES:
All students riding bicycles to school will:

• Be safe riding to and from school wearing a helmet at all times.
• Know and be able to follow the road rules.
• Keep their bicycle/s is good, safe working order.

IMPLEMENTATION:

1. The Department of Education and Training and NSW Roads and Traffic Authority recommends that children under 10 years of age **DO NOT** ride bicycles to or from school unless accompanied by an adult.
2. Children must correctly wear a Standards Australia approved bicycle helmet at all times when in control of a bicycle.
3. All RTA road rules concerning bicycles are to be followed. This includes the pedestrians’ right of way on footpaths. The bell should be used as a warning when approaching pedestrians.
4. Before students can ride their bike to school they must, with their parents, read and sign the Bicycle Users Contract and Bicycle Permission Note and return them to school.
5. Bicycles ridden to school must be in good, safe working order and bicycles must be fitted with a bell.
6. Entry and exit points to Wollongong West Public School are via the Crown St pedestrian entrance, Mt Keira Road pedestrian entrance or via the Phillips Ave pedestrian access.
7. Children are to dismount before entering the school grounds and walk their bicycles whilst on site.
8. Bicycles are to be stored in the bike rack at the top of the stairs near the ESL room. Bicycles must be locked with a chain and padlock supplied by the bicycle owner.
9. Bicycles and helmets are brought and stored on site at the owner’s risk.
10. Parents will be notified if children do not adhere to the School’s Bicycle Policy. Students may be refused entry with their bicycles to the school grounds.
11. No riding of bicycles, scooters, rollerblades or skateboards is permitted in school grounds after hours.

Note: Skateboards, scooters and rollerblades are not permitted at Wollongong West Public School under any circumstances, unless directed by teachers. If they are brought to school they are to be secured for the day in the office area.

**Bicycle User’s Contract**

• I have read and understand the bicycle information provided (**WWPS Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards**).

• I have read and understand the bicycle information provided (**WWPS Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards**) to my child.

• I understand that it is a joint responsibility between my parents and I to keep the bike well maintained with all component parts working correctly.

• I will wear my Standards Australia approved helmet correctly when riding a bicycle to and from school.
• I understand that I bring my bicycle to school at my own risk and will secure it with a lock and chain in the bike rack.

Signed (child): __________________________
Signed (parent): __________________________
Date: __________________________

Please keep the bicycle user’s contract at home for ready reference.

……………………………………………………………………………………………………………………………

Bicycle Permission Note

I give permission for __________________________ (child’s name) to ride his/her bicycle to and from school in 2013.

• I have read and understand the bicycle information provided (WWPS Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards).
• I have read and explained the bicycle information provided (WWPS Bicycle Policy and A Road Safety Notice for Scooters, Bicycles and Skateboards) to my child.
• I have reviewed the Guide to Bicycle Maintenance to check my child's bicycle for roadworthiness and understand that it is my responsibility to keep the bike well maintained with all component parts working correctly.
• My child will correctly wear a Standards Australia approved helmet when riding a bicycle to and from school.
• I understand that bicycles are brought to school at the owner’s risk.

Signed: __________________________

Relationship to child: __________________________

Date: __________________________

Please return this bicycle permission note to the principal.
# A Guide to Bicycle Maintenance: Six Point Safety Check

<table>
<thead>
<tr>
<th>Feature</th>
<th>What are you checking for?</th>
<th>How does this bicycle rate?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tyres</td>
<td>• firm tyres</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• tread not worn and no canvas showing</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• no bulges or cuts</td>
<td></td>
</tr>
<tr>
<td>Bell</td>
<td>• rings clearly and loudly</td>
<td></td>
</tr>
<tr>
<td>Pedals</td>
<td>• rotates freely when spun</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• rubber not showing signs of wear</td>
<td></td>
</tr>
<tr>
<td>Lights and reflectors</td>
<td>• secure, clean and shine brightly</td>
<td></td>
</tr>
<tr>
<td>Brakes</td>
<td>• blocks not worn down when brakes applied</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• bike wheel does not rotate when brakes are applied</td>
<td></td>
</tr>
<tr>
<td>Chain</td>
<td>• does not move more than 2.5cm when lifted</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• is well oiled</td>
<td></td>
</tr>
<tr>
<td>Size of bike (see information below)</td>
<td>• correct size for rider</td>
<td></td>
</tr>
</tbody>
</table>

## 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.