



## **Bikeability Level 1 (After School Session) & Level 2 Confirmation**

**School Contact:** Jackie Daly

**School:** Gainsborough Primary & Nursery School

Dear Jackie,

Thank you for booking Bikeability Level 1 and Level 2 training.

**Level 1 Date(s):** Thursday 3<sup>rd</sup> May 2018

**Cohort Size:** Year 4 x 60

**Allocated Places:** 30

**Intended Structure:** after school till 4.45pm x 30

**Our Ref:** 8342

**Bikeability Level 1** is a minimum single course session and a precursor to Level 2 for children who can balance on a bike and have basic control skills (please speak to our office separately if any children cannot ride and wish to take part). Training takes place in an environment away from cars or traffic. Participants will gain basic cycle control skills including starting and pedaling; stopping; maneuvering; signaling and using the gears on their bikes. Those who achieve all of the outcomes are awarded a Bikeability Level 1 badge and certificate. (Year 4+)

### **Ratio & Session Info**

Children will be trained at the best practice ratio of 1 Instructor to 15 participants over a maximum 2 hour session (after school till 5pm). Cyclist Training Ltd and Cheshire East Council strongly recommend that a correctly fitted cycle helmet should be worn by all pupils participating in Bikeability training.

**Level 2 Date(s):** Thursday 3<sup>rd</sup> & Friday 4<sup>th</sup> May 2018

**Cohort Size:** Year 5 x 60

**Allocated Places:** 30

**Intended Structure:** 1 group of 12 & 1 group of 18

**Our Ref:** 8341

**Level 2** Participants must be able to ride a bike as the session is on the road (instructors assess the children's skills before the session to ensure students have these required skills and can continue safely – please ask our office what help may be available for less able riders or children who cannot yet ride a bike)

Cyclist Training Ltd delivers Bikeability National Standard Cycle Training and outcomes for this booking must be taught over multiple sessions. Breaking learning down into manageable segments allows children time to process the information and practise them in between time if necessary.

### **Promotion of Bikeability**

In order to promote Bikeability you will receive a number of posters promoting the course. Please place these posters in a prominent position where they can be seen by staff and children.

### **What is Bikeability?**

Bikeability is cycle training for the 21<sup>st</sup> century, designed to give the next generation the skills and confidence to ride their bikes on today's roads. Together with Cheshire East Council, who are committed to Bikeability training and making children safer on the roads, we are able to offer Level 2 training of what is being recognised as the country's leading cycle training provision, to student's school age Year 5+ (usually Y5 - Y7).

The majority of training will take place within school time and will be provided by experienced instructors over multiple days. The Level 2 training provides cyclists with a comprehensive knowledge of on-road cycling including positioning on-road, signalling, negotiating a variety of junctions and general road awareness. Cheshire East Council strongly recommends that a correctly fitted cycle helmet should be worn by all pupils participating in Bikeability training.

(Group Sizes / Group Sessions are totally dependent on DfT - we will do our best to meet requests but unfortunately we cannot always group children according to your school preferences - we adhere to a ratio of 1:6 and receive funding as such. So we cannot split 24 children into an 11 and 13. In small schools/cohorts/or where response is a couple over your allocation we will try to allocate these students instructors at a reduced ratio, probably 1:2, 2hour single session)

### **Course Structure** **EXAMPLE** for 24 Cyclists (2 Instructors) over 2 days

#### **DAY ONE**

8:30 – 9:00 as ALL children arrive with bikes instructors will BIKE CHECK, HELMET CHECK, L1 ASSESSMENT

9:00 – 12:15 GROUP 1 (12 PUPILS) TO RECEIVE ON ROAD TRAINING

12:45 – 15:30 please ensure these have had early lunch GROUP 2 (12 PUPILS) TO RECEIVE ON ROAD TRAINING

**HOMEWORK SESSION** Bikeability/Highway Code Booklet issued day 1

#### **DAY TWO**

8:30 – 9:00 as ALL children arrive Instructors glance over Highway Code booklet and check understanding

9:00 – 12:15 GROUP 2 (12 PUPILS) TO RECEIVE ON ROAD TRAINING

We will be in regular contact during the three weeks prior to your course to support the confirmation progress (collecting consent forms and filling in/returning the register). **At L2 1 instructor must be assigned to every group of 6 participants so those details are essential.** If there is a significant change in numbers after this time please let us know by calling Vicky on 01785 818193.

#### **Teacher responsibility:**

- o Return an electronic register of participants to CTL 2 weeks prior to course dates.
- o Inform CTL on Pre-Course Register, if any pupil has 1:1 support for learning, behavior or special needs and ensure this adult is present in addition to CTL Instructors.
- o Ensure pupils bring bikes on all days of training (**ALL PARTICIPANTS MUST PROVIDE THEIR OWN ROAD WORTHY BIKE, we recommend a helmet too**).
- o Pupils to wear appropriate clothing for weather conditions, especially in winter.
- o Pupils to be assembled on playground at 9:00 and 12:45 (afternoon groups may need early lunch TQ).
- o Make available the Parent Consent Form on morning of course (8:15) for instructors to check.

#### **School responsibility:**

- o To hold your dates please write them in your school diary as soon as possible and ensure this year group do not have clashing activities or events (e.g. music, swimming, trips)
- o Send out parent consent booklets (you will receive these six weeks before course date) and confirm definite numbers two weeks prior to the course date by completing and returning to CTL a Course Register.
- o Complete Bikeability School Report upon course completion and discuss school cycle policy with trainers.

#### **Instructor's responsibility:**

- o Conduct risk assessment of route prior to training and ensure pupils have on road skills (8:15-9:00).
- o Deliver training (8:30 – 12:15 & 12:45 – 3:30) at a maximum ratio of 1:6 L2 and 1:15 L1.
- o Issue each pupil with Highway Code Homework at end of day 1.
- o Provide individual feedback to pupils - everyone participant has a certificate.

- o Present achievement awards (Bikeability badges for those who meet outcomes and CTL badge for those who need to practice more)
- o Discuss cycle strategy with Head Teacher and assist with completion of School Report.
- o Provide feedback to Cheshire East Council.

**Bookings may be subject to regulatory changes and are dependent on future DfT funding**

The Department for Transport have reduced funding nationwide so your allocated places for the dates you have booked can only be increased if we have a shortfall in another setting. Please speak to Liann or Vicky 01785 818193 if, in the 4 weeks prior to your session, you believe you have more confirmed interest than has been allocated. We will do all we can to allocated more funding to your school and will advise on how many extra places we can accommodate, times for extra sessions and if they can be achieved on the same date or suggest nearest possible dates.

