



GREENWICH PUBLIC SCHOOL

Partnerships and Opportunity, Excellence and Success

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Ride to School Safety Guidelines

Last revised September 2023

This document has been developed collaboratively by school staff and the P&C Governance and Policy Subcommittee in reference to the Department of Education's Riding resources, found using the following link: [Riding \(nsw.gov.au\)](https://www.nsw.gov.au/riding)

What Transport for NSW says:

- Children under 10 years of age should be actively supervised by an adult when riding a bicycle.
- All children under 16 years of age should cycle in a safe place off the road, such as a footpath or bicycle path, and away from vehicles and driveways. It is recommended that children cycle away from busy roads.

Parents and carers are responsible for:

- How your child travels to and from school, including the safest route.
- Maintaining your child's bicycle or scooter. Bicycles or scooters must be in good, safe working order and by law must be fitted with a working brake and a bell.
- Ensuring your child correctly wears an Australian Standards approved helmet every time they ride a bicycle or scooter.
- Teaching your child the relevant road rules. These are outlined in the brochure created by NSW Transport, titled [Information for parents and carers about safety on wheels: The law and safety advice for bicycles, foot scooters, skateboards and rollerblades](#)
- Completing the *Parent and carer agreement*, issued by Greenwich Public School.

Students who ride bicycles or scooters to school are responsible for:

- Completing a *Rider's Agreement*, issued by Greenwich Public School.
- Dismounting before entering the school grounds.
- Using the pedestrian entry and exit points to the school grounds.
- Walking bicycles and scooters on school grounds.
- Storing the bicycle or scooter in the bicycle and scooter racks. Bicycles and scooters must be locked securely by a device supplied by their owner. Bicycles, scooters and helmets are brought to and stored at school at the owner's risk.

Parents and carers will be notified if their child is observed not following the school's *Rider's Agreement*.

Resources:

Department of Education information on riding safely to school
[Riding \(nsw.gov.au\)](https://www.nsw.gov.au/riding)



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Greenwich Public School Rider's Agreement

I, _____

- have read and talked about the school *Ride to School Safety Guidelines* with my parents or carers.
- understand the information provided.
- will wear my helmet correctly when riding my bicycle or scooter to and from school.
- will keep my bicycle or scooter well maintained.
- will give way to all pedestrians on footpaths, crossings and cycle paths.
- will walk my bicycle or scooter across the road at safe places and pedestrian/traffic crossings.
- will walk my bicycle or scooter on school grounds.
- will secure my bicycle or scooter and helmet in the bicycle rack.
- understand that the principal will contact my parents if I am observed not following this agreement.
- bring my bicycle, scooter and helmet to school at my own risk.
- understand that if I am under 10 years of age, I must be accompanied by an adult when riding my bicycle or scooter.
- understand that if I am 16 years of age or under, I must endeavour to ride my bicycle or scooter on the footpath or in a bicycle lane.
- will ride in a sensible manner at all times.

Student Signature: _____

Date: _____

Parent/Carer Agreement

I approve my child (name) _____ riding his/her bicycle to and from school.

- I take responsibility for my child riding to and from school.
- I have read and talked about the school's *Ride to School Safety Guidelines* with my child rider.
- My child will correctly wear an Australian Standards approved helmet when riding a bicycle or scooter to and from school.
- I have reviewed the *Guide to Bicycle Maintenance* and understand that it is my responsibility to keep the bicycle or scooter well maintained and roadworthy.
- I have reviewed the *Guide to correctly fitting a helmet* and understand that it is my responsibility that my child wears their helmet correctly.
- I understand that the principal may contact me to arrange alternate transport home if my child is observed breaking the *Rider's Agreement*, including if the bicycle or scooter is deemed unsafe.
- I understand that bicycles, scooters and helmets are brought to school at the owner's risk.
- I understand that if my child is under 10 years of age, he/she must be accompanied by an adult when riding their bicycle or scooter.
- I understand that if my child is 16 years or under, he/she must ride their bicycle or scooter on the footpath or in designated bicycle lanes.

Parent/carers Signature: _____ Date _____

Parent/carers Name: _____

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A guide to bicycle maintenance: Eight point safety check

Feature	What are you checking for?	Maintained
Bell or horn	<ul style="list-style-type: none"> rings or sounds clearly and loudly 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Brakes	<ul style="list-style-type: none"> bike wheel does not rotate when brakes are applied 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Brakes pads	<ul style="list-style-type: none"> pads are not worn down 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Chain	<ul style="list-style-type: none"> should be well oiled and not sag 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
White front reflector	<ul style="list-style-type: none"> is secure and clean 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
Red rear reflector	<ul style="list-style-type: none"> is secure and clean 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing
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
Yellow wheel and pedal reflectors	<ul style="list-style-type: none"> are secure and clean 	<input type="checkbox"/> Yes <input type="checkbox"/> Needs fixing

Source: Adapted from *Safety Town*

What is the right size of bicycle?

The right sized bicycle:

- is comfortable for the rider.
- allows for the arms to be slightly bent as the body leans slightly forward holding the handlebars.
- has controls within reach.
- allows the rider's feet to just touch the ground when the rider is sitting on the seat.
- allows the rider to straddle the crossbar with both feet flat on the ground. There should be about 3 cm between the bicycle and the rider's crutch for a light or medium weight road 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.
- has a level seat.

If the criteria above are not met, the bicycle is either too small or too big and is unsafe.

What is required by law?

A bicycle must be fitted with a working horn or bell and at least one working brake.