



# Seven Hills North Public School

A quality education in a caring environment

Dear Parent/Guardian,

As your child/ren is riding a bicycle / scooter to school, would you please read the Bicycle /Scooter Policy with them and sign the attached Contract and Permission Note. This must be handed in to the school office before your child rides their bike/scooter to school. Please keep the bicycle/scooter user's policy and contract at home for ready reference.

A Guide to Bicycle Maintenance: A Six Point Safety Checklist and Helmet Safety Check is on the reverse of this note to assist you when signing the User's Contract and Permission Note.

## **Bicycle / Scooter Policy**

1. *The Department of Education and Training and NSW Roads and Traffic Authority recommends that children under 12 years of age ride their bicycles / scooters to and from school on the footpath. Parents are permitted to accompany them in a supervisory role.*
2. *The Department of Education and Training and NSW Roads and Traffic Authority recommends that children under the age of 10 don't ride to school unaccompanied by an adult.*
3. *Children must correctly wear a Standards Australia approved bicycle helmet at all times when in control of a bicycle / scooter.*
4. *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.*
5. ***Entry and exit points to Seven Hills North are via walkway gates in Beethoven Street only.***
6. ***Children are to dismount before entering the school grounds and walk their bicycles / scooters whilst on site.***
7. *Bicycles / scooters are to be left in the bike rack for safe storage until the end of the day.*
8. *No responsibility will be taken by the school for damage or theft of the bicycle or safety equipment. Students who bring a bicycle / scooter to school are responsible for its safe keeping.*
9. *Parents will be notified if children do not adhere to the School's Bicycle/Scooter Policy.*
10. ***No riding of bicycles/scooters are permitted in school grounds.***



Thank you.

Renai Diamond  
**Principal**  
May 2023



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## A Guide to Bicycle Maintenance: Six Point Safety Check

Feature	What are you checking for?	Yes	No
Tyres	<ul style="list-style-type: none"><li>firm tyres</li><li>tread not worn and no canvas showing</li><li>no bulges or cuts</li></ul>		
Bell	<ul style="list-style-type: none"><li>rings clearly and loudly</li></ul>		
Pedals	<ul style="list-style-type: none"><li>rotates freely when spun</li><li>rubber not showing signs of wear</li></ul>		
Lights and reflectors	<ul style="list-style-type: none"><li>secure, clean and shine brightly</li></ul>		
Brakes	<ul style="list-style-type: none"><li>blocks not worn down when brakes applied</li><li>bike wheel does not rotate when brakes are applied</li></ul>		
Chain	<ul style="list-style-type: none"><li>does not move more than 2.5cm when lifted</li><li>is well oiled</li></ul>		
Size of bike (see information below)	<ul style="list-style-type: none"><li>correct size for rider</li></ul>		

If you answered NO to any of the above questions the bicycle does NOT pass the safety test and must NOT be ridden to school.

## Helmet safety Check

Helmet	<ul style="list-style-type: none"><li>Has Australian Standard approved sticker.</li><li>No cracks or chips</li><li>Straps functioning</li><li>Correctly fitted</li></ul>		
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### 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.

Seven Hills North Public School

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## Bicycle/Scooter User's Contract

- I the parent have read and understand the bicycle information provided (*SHNPS Bicycle Policy* and [Information for parents and carers about safety on wheels](#)).
- I the child understand the bicycle information provided (*SHNPS Bicycle Policy* and [Information for parents and carers about safety on wheels](#)).
- 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/scooter to and from school.
- I understand that I bring my bicycle/scooter to school at my own risk. I understand that no responsibility will be taken by the school for damage or theft of the bicycle/scooter or safety equipment.
- I am aware that riding my bicycle/scooter in the rain or on wet roads is unsafe and it is advisable not to ride in such conditions.
- I am aware that the Department of Education and Training and NSW Roads and Traffic Authority recommends that children under the age of 10 don't ride to school unaccompanied by the adult.

Signed (child): \_\_\_\_\_

Signed (parent): \_\_\_\_\_

Date: \_\_\_\_\_

## Bicycle Permission Note

I give permission for \_\_\_\_\_ (child's name) to ride his/her bicycle/scooter to and from school.

- I the parent have read and understand the bicycle information provided (*SHNPS Bicycle Policy* and [Information for parents and carers about safety on wheels](#)).
- I have read and explained the bicycle information provided (*SHNPS Bicycle Policy* and [Information for parents and carers about safety on wheels](#)) 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/scooter to and from school.
- I understand that bicycles/scooters are brought to school at the owner's risk and that no responsibility will be taken by the school for damage or theft of the bicycle or safety equipment.
- I the parent have discussed with my child the safest route when riding to school and am aware that my child riding his / her bicycle/scooter in the rain or on wet roads is unsafe and it is advisable not to ride in such conditions.
- I am aware that the Department of Education and Training and NSW Roads and Traffic Authority recommends that children under the age of 10 don't ride to school unaccompanied by the adult.

Signed: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return this bicycle/scooter/skateboard permission note to the school office.**

# What the law says

# Safety advice

## BICYCLES

Bicycle riders, just as other road users, must comply with all NSW road rules.

For more information about cycling laws, visit: [roadsafety.transport.nsw.gov.au](https://roadsafety.transport.nsw.gov.au)

### Helmets

All riders and passengers on bicycles must wear an Australian and New Zealand Standards (AS/NZS 2063) approved helmet that is securely fitted and fastened on the rider's head.

### Riding on the footpath or shared path

Unless there are signs that specifically prohibit them, bicycles may be ridden on the footpath by:

- Children under the age of 16
- Adults supervising a child under the age of 16
- Children 16 years and older with an adult accompanying another child under the age of 16. All bicycle riders may

ride on a shared path.

When riding on a footpath or shared path, riders must keep left, overtake on the right and give way to pedestrians.

### Riding on the road

When riding on the road, bicycle riders should keep to the left, as traffic does, and use a marked bicycle lane wherever possible.

Bicycles must be fitted with a working brake and a bell or horn, and if used at night the bicycle must display a white light on the front and a red light and red reflector on the rear.

Bicycles can be fitted with power assistance up to 200W. A vehicle with more power than that has to comply with appropriate registration requirements.

Foot scooters, skateboards and rollerblades may be ridden on footpaths unless there are signs that specifically prohibit them. However, riders must keep to the left and give way to other pedestrians.

Powered foot scooters cannot be registered and therefore can only be used on private land.

On separated bicycle and pedestrian paths, foot scooter, skateboard and rollerblade riders must use the section designated for bicycles, but must keep out of the path of any bicycle.

Foot scooters, skateboards and rollerblades can be used on the road only during daylight hours. They cannot be used on roads with a dividing line or median strip, a speed limit greater than 50km/h, or a one-way road with more than one marked lane. When travelling on a road, foot scooter, skateboard and rollerblade riders must keep as far left as practicable.

Make sure the helmet fits correctly. Check the helmet regularly for damage. It is best to replace a helmet that has been involved in a crash, dropped on a hard surface, has cracked foam, or frayed or worn straps.

Riders must make sure to take care around pedestrians. Parents and carers may need to actively guide and supervise children to ensure that they do not endanger other people. They may need to slow down or dismount in busy areas.

Young children may need to be actively supervised up until they are 10 years old. Children aged under 10 should ride in a safe place off the road and away from vehicles and driveways. Children aged under 16 years old should avoid riding on busy roads. A bright helmet and bright clothing and equipment such as a flag and reflectors help keep young riders safe by making them more visible to other road users.

In the interests of safety and enjoyment, foot scooters, skateboards and rollerblades are best ridden in recreational areas designated for their use.

Foot scooter, skateboard and rollerblade riders should wear a helmet and protective gear such as knee pads and elbow pads. While permissible by law, riding foot scooters, skateboards and rollerblades on the road is not recommended for safety reasons.

## FOOT SCOOTERS, SKATEBOARDS AND ROLLERBLADES





# Always wear a helmet when you ride or skate

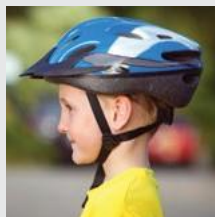
All bicycle riders are required by law to wear an approved helmet that is securely fitted and fastened. Make sure the helmet fits correctly. Check the helmet regularly for damage. It is best to replace a helmet that has been involved in a crash, dropped on a hard surface, has cracked foam, or frayed or worn straps.



Can you place just two fingers between your eyebrows and your helmet?



Can you fit just two fingers between the helmet strap and your chin?



Do the straps join in a 'V' just below your ears?



Has an adult checked your helmet?

For more information on keeping your child safe on wheels visit the parents section on [safetytown.com.au/parents](https://www.safetytown.com.au/parents)

The information in this brochure is intended as a guide only and is subject to change at any time without notice. It does not replace the relevant legislation, nor should it be regarded as legal advice.

**Transport for NSW**

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[roadsafety.transport.nsw.gov.au](https://roadsafety.transport.nsw.gov.au)

