

# Bicycle/Scooter Policy

Monmia Primary School



MONMIA PRIMARY SCHOOL

- Learn and Achieve -

This policy was last presented to School Council in: June, 2019  
School Council President: Amanda Deakin

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| Rationale      | To provide guidelines for parents/ guardians and students who choose to ride to school.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Aim            | All students riding bicycles/scooters to school will: <ul style="list-style-type: none"><li>● Be safe riding to and from school wearing a helmet at all times</li><li>● Know and be able to follow the Vic Roads rules</li><li>● Keep bicycles/scooters and helmets in good, safe working order</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Implementation | <ul style="list-style-type: none"><li>● The Department of Education and Training (DET) and Victorian Roads Authority recommend that students under 12 years of age DO NOT ride bicycles/scooters to and from school unless accompanied by an adult. <a href="https://www.legalaid.vic.gov.au/sites/www.legalaid.vic.gov.au/files/vla-resource-bike-law.pdf">https://www.legalaid.vic.gov.au/sites/www.legalaid.vic.gov.au/files/vla-resource-bike-law.pdf</a></li><li>● Students must correctly wear a Australian safety standard AS/NZS2063 approved bicycle helmet at all times when in control of a bicycle/scooter.</li><li>● All road rules concerning bicycles/scooters are to be followed. This includes the pedestrians' right way on footpaths. The bell should be used as a warning when approaching pedestrians.</li><li>● Before students can ride their bicycle/scooter to school they must, with their parents/guardians, read and sign the Bicycle/Scooter Agreement and Bicycle/Scooter permission note and return them to the office.</li><li>● Bicycles/scooters ridden and helmets worn to school must be in a good, safe working order and bicycles/scooters must be fitted with a bell and lights/reflectors.</li><li>● Entry and exit points to Monmia Primary School are via the Willys gate pedestrian entrance only.</li><li>● Students are to dismount before entering the school grounds and walk their bicycles/scooters whilst on site.</li><li>● Bicycles/scooters are to be stored in the rack outside the Principal's office.</li><li>● Bicycles/scooters must be locked with a chain and padlock supplied by the bicycle/scooter owner.</li><li>● Bicycles/scooters and helmets are brought and stored on site at the owner's risk.</li><li>● Parents/guardians will be notified if students do not adhere to the School's Bicycle/Scooter Policy.</li><li>● Riding of bicycles, scooters, rollerblades or skateboards is not permitted in the school grounds during school or after hours.</li></ul> <p><b>Note: Skateboard and rollerblades are not permitted at Monmia Primary 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.</b></p> |
| Evaluation     | This policy will be reviewed as part of the School Council cyclic review or earlier if required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Review         | 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |



## A guide to Bicycle Maintenance: Six

## Point Safety Check

| Feature                                  | What are you checking for?                                                                                                                             | How does this bicycle rate? |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 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 loud</li></ul>                                                                               |                             |
| Pedals                                   | <ul style="list-style-type: none"><li>• Rotate freely when spun</li><li>• Rubber not showing signs of wear</li></ul>                                   |                             |
| Lights/Reflectors                        | <ul style="list-style-type: none"><li>• Secure, clean and shine brightly</li><li>• Must be fastened securely and highly visible</li></ul>              |                             |
| Brakes                                   | <ul style="list-style-type: none"><li>• Block 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 when lifted</li><li>• Is well oiled</li></ul>                               |                             |
| Size of bike<br>( see information below) | <ul style="list-style-type: none"><li>• Correct size for rider</li></ul>                                                                               |                             |

**Helmets must be Australian safety standard AS/NZS2063, safe, not been in an accident or have been dropped, as this reduces the safety of the helmet. Regularly fortnightly checks are needed.**

<https://www.vicroads.vic.gov.au/safety-and-road-rules/cyclist-safety/choosing-and-maintaining-your-bicycle>

### What is the right size 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. On mountain bikes and BMX there should be at least 5-10 centimetres clearance between the top tube of the frame (or where a top tube would be) and the rider's crotch. • On road bikes, the clearance should be about 3 centimetres. If there is no crossbar, make the test from where the crossbar would be.

### Bicycle/ Scooter User's Agreement

- I have read and understand the bicycle/scooter information provided, MPS Bicycle/Scooter Policy and A Road Safety Notice Bicycles as brought out by Vic Regulations- <https://www.vicroads.vic.gov.au/safety-and-road-rules/cyclist-safety/sharing-the-road>
- I have read and understand the bicycle/scooter information provided, MPS Bicycle/Scooter Policy and A Road Safety Notice Bicycles as brought out by Vic Regulations- <https://www.vicroads.vic.gov.au/safety-and-road-rules/cyclist-safety/sharing-the-road> to my child.
- I understand that it is a joint responsibility between my parents/guardians and I to keep the bicycle/scooter well maintained with all component parts working correctly.
- I will wear my Australian safety standard AS/NZS2063 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 and will secure it with a lock in the bicycle rack.

Signed (child): .....Name:.....

Signed (parent/guardian).....Name:.....

Please keep the bicycle/scooter user's agreement at home for ready reference.

I give permission.....( child's name) to ride his/her  
bicycle/scooter to and from school in 20\_\_\_\_\_.

- I have read and understand the bicycle/scooter information provided, MPS Bicycle/Scooter Policy and A Road Safety Notice Bicycles as brought out by Vic Regulations- <https://www.vicroads.vic.gov.au/safety-and-road-rules/cyclist-safety/sharing-the-road>
- I have read and understand the bicycle/scooter information provided, MPS Bicycle/Scooter Policy and A Road Safety Notice Bicycles as brought out by Vic Regulations- <https://www.vicroads.vic.gov.au/safety-and-road-rules/cyclist-safety/sharing-the-road> 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 bicycle/scooter well maintained with all component parts working correctly.
- My child will correctly wear a Australian safety standard AS/NZS2063 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.

Signed: Name.....Name:.....

Relationship to child:.....

Date:.....Accepted by:.....  
Principal or Assistant Principal

Please return this bicycle/scooter permission note to the Principal or Assistant Principal.  
New permission form to be completed each school year.