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## Dear Parent/ Carer

Your child has been given the opportunity to take part in a **Bikeability Training Course** at their school in the forthcoming week(s).

- Bikeability is designed to give riders the skills and confidence to ride their bikes on today's roads.
- Riders will be instructed on how to ride their bikes to the Government approved National Standard for Cycle Training, which sets out the training and skills essential for making cycle trips in today's road conditions.
- The course is designed for riders who have **reasonable control of a bicycle**. This course is **not** suitable for complete beginners. (Please contact the cycle training team for more information on complete beginners training)
- Riders travelling to and from school during the week of Bikeability training remain the responsibility of their parents.

## To take part in a Bikeability Course, riders must have the following:

- A roadworthy bicycle that is in good working order and of the correct size. *Please refer to pages 6 and 7 of the Cycle Right Magazine for bike checks.*  
*Please ensure that your child's bicycle is in a road worthy condition prior to training. This will help reduce amount of contact our instructors will need to make with the cycle.*
- Both front and rear brakes must be in full working order, the tyres must be in good condition and pumped up, the handlebars securely attached and fitted with bar end plugs.
- An approved correctly fitting cycle helmet. *Please refer to page 7 of the Cycle Right Magazine).*  
*Please follow the guidance in the cycle right magazine and ensure your child's helmet is fitted correctly before training.*
- Appropriate dress for the weather conditions. (A waterproof coat if it is raining and sunscreen if it is hot and sunny).
- **Our Instructors have the right to refuse to train a pupil if the above criteria are not met.**

## Accompanying Information:

**Cycle Right:** Please see the attached pdf this link to our Bikeability magazine which outlines the course content as well as other safety advice:

[https://www.westsussex.gov.uk/media/11975/cycle\\_right.pdf](https://www.westsussex.gov.uk/media/11975/cycle_right.pdf)

**Consent form:** It is essential that this form is completed, signed by a parent/guardian and sent back to the school before the training week commences.

**Bikeability club:** Here is the link to the Bikeability club which you can join and receive newsletters with more information about Bikeability training, as well as useful hints and tips on riding together as a family and enjoying cycling after your Bikeability course, plus offers, promotions and other opportunities... <https://bikeability.org.uk/bikeability-club/>

## Assessments:

- Your child's **cycling ability will be continually assessed** throughout the course of training. There is no 'test' at the end.
- **ALL** riders who sign up to Bikeability must demonstrate all Level 1 Bikeability outcomes before progressing onto road. Riders needing more time to improve their Level 1 control skills will remain in a traffic free environment.
- If riders are not proceeding to the Level 2 on-road course they will receive a Level 1 booklet, badge and certificate. The back of the certificate will show which of the Level 1 Cycle skills they carried out "**Independently**", whether they need "**more practice**", if they require "**some assistance**", or whether they have "**not yet attempted**" the skill.
- **ALL** riders who proceed to the Level 2 on-road course (or part of it) now receive a Level 2 certificate, badge & booklet to show they have taken part in Level 2. Please refer to the evaluation on the certificate reverse for instructor guidance.
- The table on the rear of the Level 2 certificate shows whether the rider has carried out the Level 2 Cycle skills "**Independently**", whether they need "**more practice**", if they require "**some assistance**", or whether they have "**not yet attempted**" the skill.
- If the table shows that all Level 2 cycle skills are carried out "**Independently**" then your child may choose progress to Level 3 at some stage in the future (recommended 6 months) Level 3 develops riders' skills and confidence so they can ride in diverse environments, including complex, often busy roads and junctions, sometimes with speed limits above 30 mph.

## Please note:

- ***Any rider who does not meet the minimum Level 1 standard will not progress onto the road until these outcomes are met. We will advise of an alternative and customised training pathway.***
- ***In the interest of safety, the Road Safety Team reserves the right to decline training at any stage of the course to any rider who does not meet the basic requirements, or whose behaviour may put at risk the safety of other people, including - instructors, volunteers, other trainees or themselves.***

Should you have any further questions regarding the Bikeability cycle training, or for further advice and guidance please email [cycle.training@westsussex.gov.uk](mailto:cycle.training@westsussex.gov.uk)

Yours sincerely

**Amanda Gillham**  
Cycle Training Development Officer

*Please note that due to the ongoing Covid 19 Pandemic our course timings and ratio's may vary in order to adhere to government guidance. The safety of all riders involved in training is our number one priority. However, our syllabus outcomes remain unaltered*