

**Coronavirus:** In response to Covid-19, Bikeability training has been adapted to ensure children are kept safe, whilst they learn this essential life skill. The guidance notes for all Bikeability trainers has been reviewed and approved by the Department for Transport and the Department for Education, as well as Public Health England



# Organising Bikeability training Levels 1, 2, & 3 for your school - FAQs

## SETTING UP BIKEABILITY TRAINING

### How does my school go about organising Bikeability training?

Make contact with a local Bikeability provider to agree a date(s). They may have contacted your school directly, or if not, you can find them by searching for 'Bikeability' on your council's website or [find a course on our website](#) by entering your county/borough name to find relevant contact details.

### How does my local authority choose our Bikeability provider?

The Bikeability provider takes part in a tender process with the local authority, and must hold appropriate policies and procedures including child protection, first aid and incident and emergency.

### Who are Bikeability instructors and are they DBS checked?

The Bikeability provider is responsible for organising the instructors and the training. Instructors are qualified Bikeability instructors and DBS checked. They are either employed or engaged on a freelance basis by the Bikeability provider. They are also first aid trained and equipped to deal with incidents.

### How many pupils can access the training at any one time?

The ratio of pupils to instructors are as follows:



The number of pupils doing training at any one time will depend on the space and the number of instructors available.

### Can SEND pupils take part?

Bikeability is a fully inclusive programme. You will need to let your training provider know of any additional needs well before the course starts, so they can prepare the structure, timings and staffing of the course accordingly.

### What equipment does our school need to provide for our pupils?

**Bikes** - Each pupil should have their own, or be able to share, a bike for Bikeability training. Pupils should bring their own bike to school or use a bike provided by school. If your school doesn't have any bikes, ask your Bikeability provider if they can provide some. The [consent form](#) can be used to ask parents for permission for other children to use their child's bike for the training.

Your Bikeability instructors will check that every bike is safe to ride before training starts. But parents should understand that they - not the school or Bikeability instructors - are responsible for ensuring their child's bike is safe to ride.

**Helmets** - If your child will be wearing a helmet during Bikeability training, parents need to supply the helmet and it should be properly-fitted. Covid-19 guidance means that helmets will not be available for hire or borrowing, and instructors will not be able to assist your child whilst putting it on, so it is really important that you follow the guidance on the [Get Ready](#) page.

### How much outdoor space is required to deliver the training?

For Level 1, ideally instructors need access to an off-road space similar to a tennis court size, but they are usually able to work with the space you have. Chat to them when you make contact. Please note - children must be able to ride a bike to take part in Level 1 training.

For Level 2, training will take place on fairly quiet residential roads local to the school.

Level 3 training will make use of the local busier, more complex road infrastructure. Training sites will be identified and risk assessed by the Bikeability instructor.

### How long is the training?

The course duration and course structure is specific to each Bikeability level and will also depend upon the size of the group. Talk to your Bikeability provider to establish the length of the training.

Typically a combined Level 1 and 2 course (the most usual option) will last for a total duration of 8 hours over a series of sessions, with Level 3 being delivered in 2 hours.

### When can it be delivered?

Training can be a full day, a half day or over consecutive days or over a few weeks (i.e. every Monday for four weeks). It can be delivered at any point during the year, not just the summer term!

### What happens on the Bikeability training day if the weather is bad?

Stay in touch with your Bikeability provider if you are in any doubt about the weather.

Please note that training will go ahead in most weather conditions. Your training provider will work with you to reschedule a course if necessary.

### What documentation can we expect from the Bikeability provider?

The training provider will provide you with information on course duration and course structure. This will be specific to each training provider. They will also provide you with a consent form for parents/carers which will need distributing well in advance of the course.



### What information should be shared with families about Bikeability?

You will need to share a consent form with families. Please ask your Bikeability provider for a copy. They may use the example provided on the Bikeability website or they may have their own. Please check which they need you to use. Please ensure these are completed and available for your instructors on the training day. You may wish to use your own consent forms alongside these in line with your school policies, but a Bikeability form must be completed in all cases.

If you wish to share additional information about Bikeability training with families, we have provided the following:

**An editable introductory letter** for parents.

**A set of slides** if you wish to deliver an information session to parents/carers.

### What does the instructor need from us prior to the course?

The school needs to provide the instructor with a register of participating pupils, any medical or SEND information, plus copies of parental consent forms.



## BIKEABILITY TRAINING ON THE DAY & AT THE END OF THE COURSE

### What will the instructor do on the day, before the start of the training?

They will arrive in time to familiarise themselves with the school environment and will need to be shown key areas within the school such as the playground, access offsite, the classroom and the staff toilets.

The instructors will provide a Risk Assessment and provide a very clear description of where training will be delivered.

### What does our school need to do on the day?

It helps if the children are organised, prompt and dressed appropriately for the training session.

To note: No members of school staff are required to be in attendance during the course as instructors are all insured and DBS checked.

### What happens at the end of the each session?

After each session there will be a debrief with the instructors. They will outline to school staff what was achieved and discuss any issues.

### What happens at the end of the course?

Each child will be provided with a certificate, badge and booklet as part of their 'award materials'. This will either be completed on the day or sent after course completion. There is no charge for these to schools. Some training providers also provide a course report for schools.

### Is there a cost for training?

Bikeability training is usually provided free of charge. However costs for the training can vary between £5 - £20 per head depending on your Bikeability provider. Check with them first so this information can be clearly communicated to the parents of your pupils.

### Next Steps

- Contact your Bikeability provider to get the ball rolling
- Explore [the website](#) to find out more
- Speak to your colleagues to start your planning – use the Tools for Schools resources:  
[What can Bikeability do for your primary school](#), or  
[How can Bikeability Level 3 support your secondary students](#) to help you.



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Check out what is included in each Bikeability training course at:

[www.bikeability.org.uk](http://www.bikeability.org.uk)

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