



## **Bicycle and E-Bike Rider Safety Guidelines and Safety Agreement**

### **Purpose:**

This document outlines the expectations for students who ride bicycles and e-bikes to and from school to ensure the safety of all students, staff, and the broader community. Compliance with these guidelines is essential for maintaining a safe school environment.

### **Transport for NSW advice:**

- riders must wear an [approved helmet](#) – it's the law
- riders under 10 years of age should be actively supervised by an adult
- riders aged between 10 and 12 should ride away from busy roads
- riders under 16 and adult riders accompanying and supervising them may ride on the footpath, unless there are signs specifically prohibiting cycling
- at intersections, riders must dismount, walk their bicycle and cross the road as a pedestrian
- riders must not carry more people than the bicycle is designed for. If carrying a passenger, they must be wearing an approved, fitted and fastened helmet
- bicycle riders must obey the bicycle road rules  
<https://roadsafety.transport.nsw.gov.au/stayingsafe/bicycle-riders/laws.html>

### **Parents and carers are responsible for:**

- how their child travels to and from school
- maintaining their child's bicycle/e-bike. Bicycles/e-bikes must be safe and in working order, and by law must be fitted with a working brake and a bell.
- ensuring their child's e-bike is compliant with [Transport for NSW's requirements](#)
- ensuring their child correctly wears an approved helmet
- teaching their child the bicycle road rules
- completing and returning the Bicycle/e-bike rider - safety agreement

### **Students who ride bicycles/e-bikes to and from school are responsible for:**

- completing the *Bicycle/E-Bike Rider - Safety Agreement*, issued by our school
- dismounting their bicycle/e-bike before entering school grounds
- using the school entry and exit points via Kirk Cres library pedestrian entrance
- walking their bicycles/e-bikes on school grounds
- storing the bicycle/e-bike in the bicycle and e-bike storage area. Bicycles/e-bikes must be locked with a chain and padlock supplied by the owner.
- Following the Transport for NSW advice, the NSW Road Rules for bike riders and riding in a safe and responsible manner.

Bicycles/e-bikes and helmets are brought and stored at school at the owner's risk.

E-bikes will NOT be charged on school site




Parents/carers will be notified if their child does not follow the school's safety guidelines and agreement. Students may be banned from bringing their bicycles/e-bikes onto school grounds if they breach these rules

## Guide to bicycle/e-bike maintenance: eight-point safety-check

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

## Guide to correctly fitting a helmet

**Always wear a helmet when you ride and make sure it is compliant and properly fitted.**

	<p>Your helmet should sit so there is no more than two finger spaces between your eyebrows and the helmet</p> <p>Don't wear any caps or hats under your helmet. Doing so compromises the fit and safety of the helmet, as the hat or cap can push the helmet higher on your head, which can expose your skull in a fall or crash.</p>
	<p>The straps should join in a V just below the ears</p> <p>There should be no twists in the straps</p> <p>You should also choose a bright colour to help other road users see you.</p>
	<p>You should be able to fit no more than two fingers between the strap and your chin.</p> <p>Always replace your helmet if it has been dropped on a hard surface or been in a crash. Also replace it if you see any cracks in the foam or if the straps are worn/frayed.</p>

## **Transport for NSW's requirements** for E-Bikes

A legal e-bike can be either:

A Power-assisted pedal cycle and:

- have one or more motors attached with a combined maximum power output of up to 200 watts
- can't be propelled only by the motor/s
- weighs less than 50kg (including batteries)
- have a height-adjustable seat.

Or

An electrically power-assisted cycle with a maximum continued rated power of up to 500 watts. This power output must be:

- progressively reduced as the bicycle's speed increases beyond 6km/h
- cut off when:
  - the bicycle reaches a speed of 25km/h
  - the rider stops pedalling and the speed exceeds 6km/h.

### **What is the right size of bicycle/e-bike?**

The right sized bicycle/e-bike:

- 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.
- has a level seat.

### **What is required by law?**

A bicycle/e-bike must be fitted with:

- a working horn or bell
- at least one working brake
- and display a flashing or steady white light on the front, a flashing or steady red rear light, and a red rear reflector if ridden at night or during hazardous weather conditions.

Source: Adapted from [Safety Town](#) and [Transport for NSW](#)

More information is available from:

#### **Department of Education**

- [Riding to and from school](#): advice and resources to support schools
- [Riding e-bikes and e-scooters to and from school](#): advice and resources to support schools
- [Lithium-ion batteries – usage, storage and management](#): the department's Health, Safety and Wellbeing advice about storage and charging of e-bikes on school site.

#### **Transport for NSW**

- [Safety on wheels](#) (PDF 385KB) - the law and safety advice for bicycles, foot scooters, skateboards and rollerblades
- [Road rules for bicycle riders](#): including helmet safety
- [Safe bicycle riding](#): advice about riding safely on the road
- [E-bikes](#): frequently asked questions
- [E-bikes: Advice for families](#) (PDF1513 KB) fact sheet
- [E-scooter: Advice for families](#) (PDF 1491) fact sheet

## Bicycle and E-Bike User Safety Agreement

Students and parents will be asked to complete the *Bicycle/E-Bike Rider - Safety Agreement* confirming that they have read and discussed the school's **Bicycle/E-bike Rider Safety Guidelines** and agree to the following:

### Student Responsibilities:

- I will wear an approved helmet correctly when riding to and from school.
- I will ensure my e-bike meets **Transport for NSW** requirements.
- I will keep my bicycle/e-bike well maintained.
- I will give way to all pedestrians on footpaths, crossings, and cycle paths.
- I will walk my bicycle/e-bike across the road at safe places and pedestrian/traffic crossings.
- I will walk my bicycle/e-bike on school grounds.
- I will secure my bicycle/e-bike with a lock and chain in the bike/e-bike storage area.
- I will not carry more passengers than my bike is designed to carry and will ensure that any passengers wear an approved and correctly fastened helmet.
- I agree to always follow the NSW Road Rules for bicycle and e-bike riders when travelling to and from school.
- I understand that the Principal may stop me from bringing my bicycle/e-bike to school if I do not follow these rules.
- I bring my bicycle/e-bike and helmet to and from school at my own risk.

### Parent/Carer Responsibilities:

- I approve my child riding a bicycle/e-bike to and from school.
- I will ensure my child wears an approved and correctly fitted helmet, as outlined in the *Guide to Correctly Fitting a Helmet*.
- I will ensure my child's e-bike meets **Transport for NSW** requirements.
- I understand it is my responsibility to keep the bicycle/e-bike well maintained and roadworthy, as outlined in the *Guide to Bicycle Maintenance*.
- I understand the Principal may prohibit my child from bringing their bicycle/e-bike onto school grounds if the rules are not followed.
- I acknowledge that bicycles/e-bikes and helmets are brought to school at the owner's risk.

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