

# BIKE START

## Cycling Training Programme



**Level 1 & 2**

**Pupil/Parent Guide**



Dublin City  
Baile Átha Cliath

# Pupil/Parent Guide

## ACKNOWLEDGMENTS

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*– St David's BNS, Artane, Dublin 5.*

*– St Mary's BNS, Haddington Road, Dublin 4.*

*With thanks to Cheshire County Council for their kind permission to reproduce excerpts from their cycling training material "Let's Bike".*

*The contents of this guide explores a number of strands and aspects of the Social, Personal and Health Education (SPHE) of the curriculum.*

*Strand covered – **Myself** includes the following:*

*Unit – Safety and Protection*

*Personal Safety*

*Safety Issues*

*Unit – Making Decisions*

*Unit – Self Identity*

*Self Awareness*

*Developing Self-Confidence*

*The information, instruction and guidelines contained in this training manual are intended for reference purposes only and no liability will be accepted by Dublin City Council or their agents for any loss or injury sustained resulting out of the use of this manual.*

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**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SCHOOL:** \_\_\_\_\_

**MAKE OF BICYCLE:** \_\_\_\_\_

**FRAME NUMBER:** \_\_\_\_\_

(usually found under bottom bracket)

**NOTE:**

*Your child should be at least 10 years of age at the beginning of the school year in which he or she trains (i.e. 4th class).*

*Please complete the consent form on page 41 and return it to the cycling trainer  
No child will be accepted without a consent form signed by the parents/guardians.*

*It is your responsibility to ensure that your child's bicycle is in a roadworthy condition for every practical training session. Please check page 17, on which the cycling trainer will identify any bicycle fault/repairs which need to be remedied.*

## FOREWORD

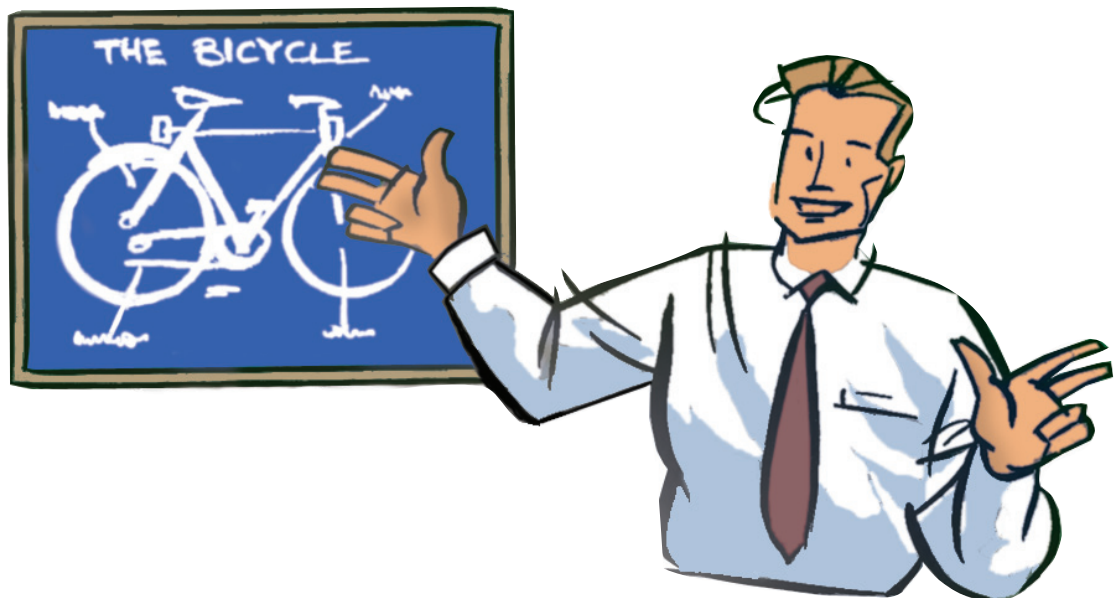
To try to teach children a procedure to cover all eventualities in the complexity of the traffic environment would be an impossible task. So much of safe cycling is dependent on the individual's ability to take in and interpret what is going on around them. They must then make judgements as to the least hazardous course of action, while at the same time observing the "Rules of the Road" and communicating clearly to other road users any intention to change course. Much of this comes through experience and this takes time.

What we can do is provide a framework within which the child can develop the

complex range of skills, knowledge, attitudes and flexibility required to cope safely with cycling in traffic.

Parents/guardians have ultimate responsibility for their child's safety and a vital role to play in ensuring that their "on road" experience is gradual and in line with their ability to deal safely with the situation e.g. starting with quiet roads.

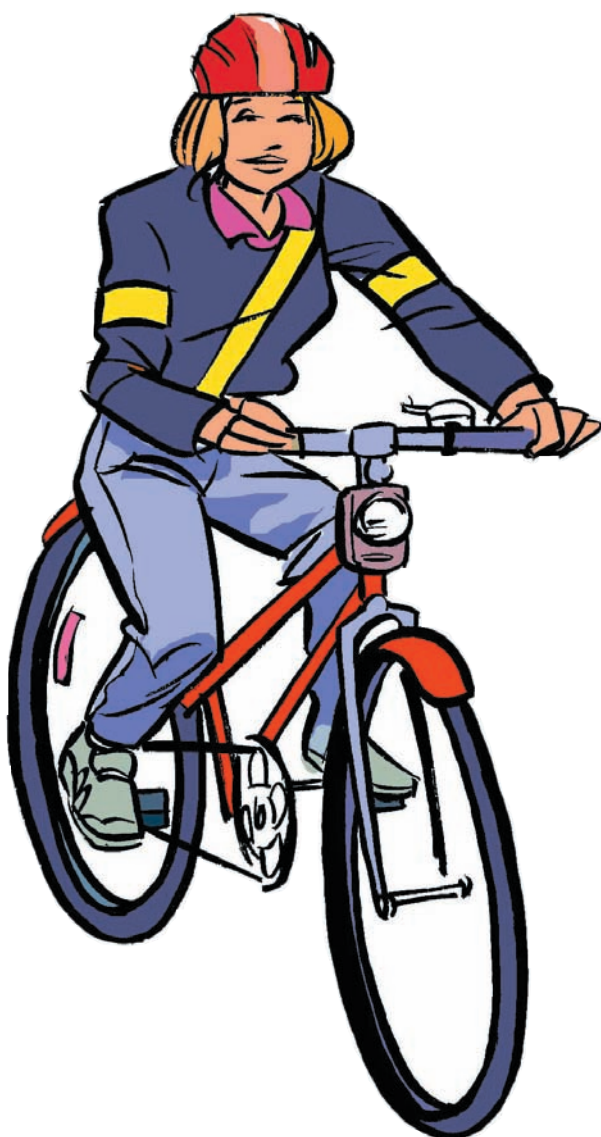
Parents/guardians are also responsible for the roadworthiness of their child's bicycle and for providing safety aids such as reflective/fluorescent gear to heighten visibility and cycle helmets designed to reduce the severity of head injuries.





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### HOW TO USE THIS BOOKLET

***This page and the footnotes throughout this guide have been designed especially for parents/ guardians.***

It would help if you and child could read the rest of the guide together. The guide covers many aspects of safe cycling but one of the most important aspects, parental responsibility, cannot be adequately covered in a booklet. This element is vital to your child's safety on the road.

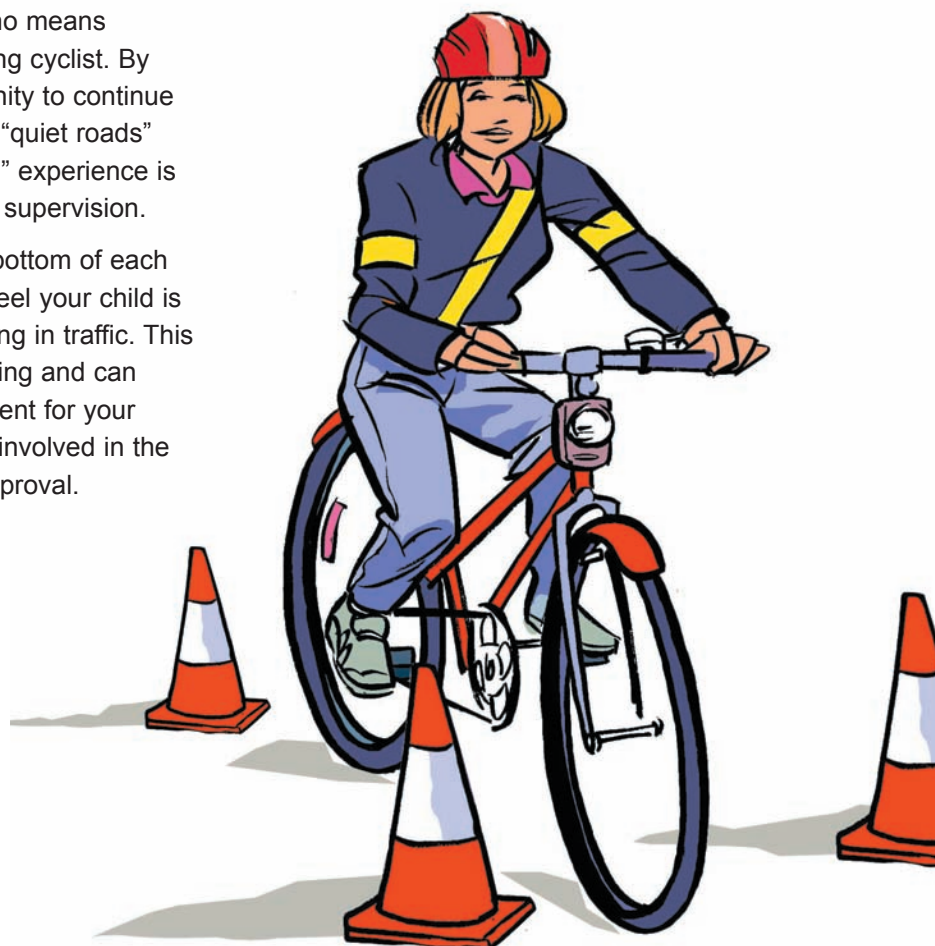
In order to help you carry out this responsibility, this booklet has sections on: safety accessories, the 'Rules of the Road', cycle maintenance and the manoeuvres your child will practice on the playground. It is emphasised that playground practice, although a good start, is by no means sufficient training for the young cyclist. By giving your child the opportunity to continue training and by practising on "quiet roads" you can ensure that "on road" experience is built up gradually under your supervision.

There is a box to tick at the bottom of each manoeuvre page when you feel your child is able to cope safely with cycling in traffic. This completes the record of training and can provide a sense of achievement for your child, particularly as you are involved in the process and give the final approval.

In order to help your child understand the dangers of cycling in traffic the booklet has information on where and how cycling accidents happen and the "Ten Tips for Cyclists" on page 37 suggest ways these accidents might be avoided. There is a space on the inside back cover to record work done in the classroom, or with the cycling trainer from the "Bike Start – Level 1" classroom theory programme.

On page 41 you will find:

- A consent form, to allow your child to take part in the practical training.
- A form to certify that you have remedied any faults identified by the trainer on your child's bicycle.



### CYCLING: TAKING A RISK?

No matter how skillful, the cyclist is always at the mercy of other road users. Hundreds of cycling casualties are reported each year and research suggests that for every one reported at least three go unreported. So the vast majority of cycling casualties remain hidden.

In most crashes it is the cyclist that ends up more severely damaged and it is at junctions where the greatest dangers lie. This is where turning traffic threatens even the able cyclist. Children need to know that their cycle is a road vehicle, not a toy, and that cyclists are more easily hurt than drivers.

Where crashes involve no other vehicle, loss of control is the main factor.

'Bike Start – Cycling Training Programme', is organised by starting with control skills and working through basic manoeuvres to the more difficult. Children will learn a procedure that can be applied to road situations which should minimise the chances of conflict with other road users.



### AIMS OF THE 'Bike Start' COURSE

- 1 To promote knowledge and understanding of the principles of safe cycling.
- 2 To encourage positive and responsible attitudes towards personal safety and that of other road users.
- 3 To teach standard rules of behaviour when cycling, knowledge of the 'Rules of the Road' and the basic requirements of good cycle maintenance.
- 4 To emphasise to the child that safety on the road depends not only on cycling ability but also on a readiness AT ALL TIMES to take avoiding action for other peoples' mistakes.
- 5 To emphasise the safety benefits of fluorescent and reflective materials and to encourage the use of safety helmets which carry a BS, ANSI, AS or SNELL mark. Since July 1995 all helmets sold in Europe are legally required to carry the CE mark.
- 6 To provide knowledge of where, when and how cycling accidents occur.
- 7 To take every opportunity to make parents/guardians aware of their responsibility to ensure the safety of their child.

# INTRODUCTION

## INTRODUCTION

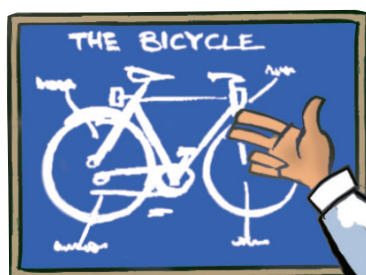
In due course most young cyclists will become motor cycle riders or car drivers. The underlying aim of Road Safety Education is to provide young people with the appropriate **attitudes, skills, knowledge** and **understanding** to enable them to cope with the ever changing traffic environment and to encourage safe road user behaviour both now, as pedestrians and cyclists, and in the future, as motor cycle riders and car users.

Cycling training is one aspect of Road Safety Education. If classroom theory is to be undertaken, prior to the practical skills training covered in this guide, it will be necessary to complete 'Bike Start' – Level 1 classroom theory programme covered in 5 modules as outlined below:

## LEVEL 1 THEORY PROGRAMME

- This first part of this programme takes place in the classroom over a number of weeks and uses 'Bike Start Theory Programme' (illustrated right). It covers 5 modules concerned with the theory of safe cycling.
- Each module is covered in 2 sections: Info/Activity Sheet and Task Sheet.
- The pack is designed to improve the pupil's knowledge and understanding of the traffic environment, providing a good grounding for Level 2 practical course which is concerned with developing cycling skills.

### Modules 1–5





# INTRODUCTION

## LEVEL 2 OFF ROAD PRACTICAL RIDING

The practical sessions will build on **knowledge** and **understanding** acquired in Level 1 of the course. Pupils will receive “off road” instruction and practice in basic cycling skills including:

- **Cycle control**
- **Starting off**
- **Stopping**
- **Stopping in an emergency**
- **Passing parked vehicles**
- **Turning left**
- **Turning right**

There will be no test at the end of the ‘Practical Training’ sessions as each child’s progress will be assessed continuously throughout. On completion of each level of the course, each pupil will receive a Completion Certificate. In addition, they will be given a ‘Progress Report’ which details their achievements to date. This is designed to help parents continue the training in the most effective manner.



## LEVEL 3 ON ROAD PRACTICAL RIDING

This stage of the Bike Start Cycling Training Programme covers on road training. You must have completed Level 1 and 2 in order to participate in this section of the course. In addition, you must have a reasonable knowledge and experience of practical riding skills. A separate guide for Level 3 and 4 of the ‘Bike Start’ Cycling Training Programme covers this in more detail.

## LEVEL 4 ON ROAD PRACTICAL RIDING SKILLS

This stage of the Bike Start Cycling Training Programme covers additional on-road training at an advanced level on major roads and routes throughout the city.

### NOTE TO PARENTS/GUARDIANS:

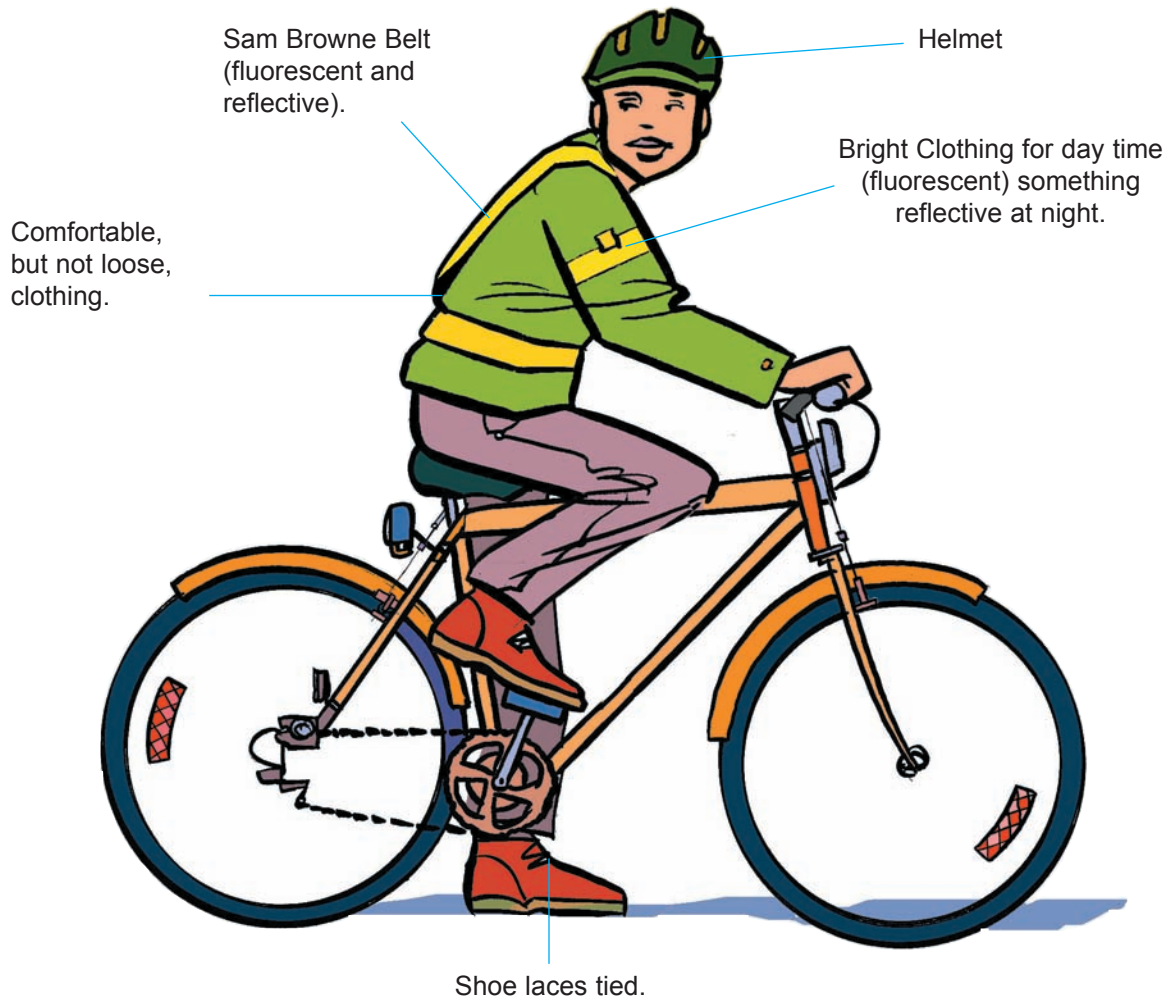
Five or six hours training on a playground does not necessarily mean that a child is experienced enough to ride on busy roads and cope safely with complex traffic situations.

Your child’s safety on the road remains your responsibility. For this reason we have designed this booklet to enable parents/guardians to continue training “on the road” so that the road experience comes slowly and safely.

# PREPARATION

## PREPARATION

### THE RIGHT GEAR



Cycling soon warms you up but in cold and/or wet weather you should dress to keep warm and dry. Numb hands could cause you to lose control of your bicycle, so a good pair of waterproof gloves or mitts is essential. You lose a lot of heat through your head, so a hat is a good idea – better still wear a cycle helmet.

### Some of the dangers to watch out for:

- X** long scarves which can get caught up in parts of the bicycle
- X** hoods which can prevent you from looking and listening for traffic
- X** coats, skirts, trousers or shoelaces which can get caught in the wheel or chain
- X** shoes which might slip off the pedals
- X** headphones which can prevent you from listening for traffic

# PREPARATION

## THE RIGHT GEAR

### CYCLING HELMETS

A well designed helmet should reduce the risk of serious injury if you are involved in an accident. They can't stop an accident happening but they can protect your head if one does happen. When buying a cycle helmet choose one that conforms to a recognised standard, (look on the packaging or the helmet itself), such as BS6863 AS2063, ANS IZ90.4 or SNELL, and should carry the European CE mark.

### CONSPICUITY (BEING SEEN)

Making yourself conspicuous on the road means "getting yourself noticed" by other users. Wearing bright, light colours by day will help you stand out and be noticed – fluorescent colours show up best during the day. If you are cycling at night you need to wear some special reflective material. There are different types available that work by reflecting light straight back at the driver. If you don't have any clothing with fluorescent or reflective materials you can buy armbands and a Sam Browne belt to help you get noticed. You can also buy sew-on and stick-on fluorescent and reflective strips to help you get noticed. Remember, in bad weather or when it is dark, it is especially important to make sure you can be seen by other road users. **BE SAFE BE SEEN – MAKE YOURSELF VISIBLE.**

### CARRYING LUGGAGE

You can carry luggage safely with the right accessories. These include a basket or carrier at the front or a saddlebag, carrier or pannier at the back. If you need to carry a backpack/school bag, don't make it heavy or it will stop you having full control of your bike. You should never carry bags on your handlebars or in your hands as this could affect your steering and braking.

***Make sure you do not obstruct your Sam Browne reflective belt whilst carrying a backpack/school bag.***



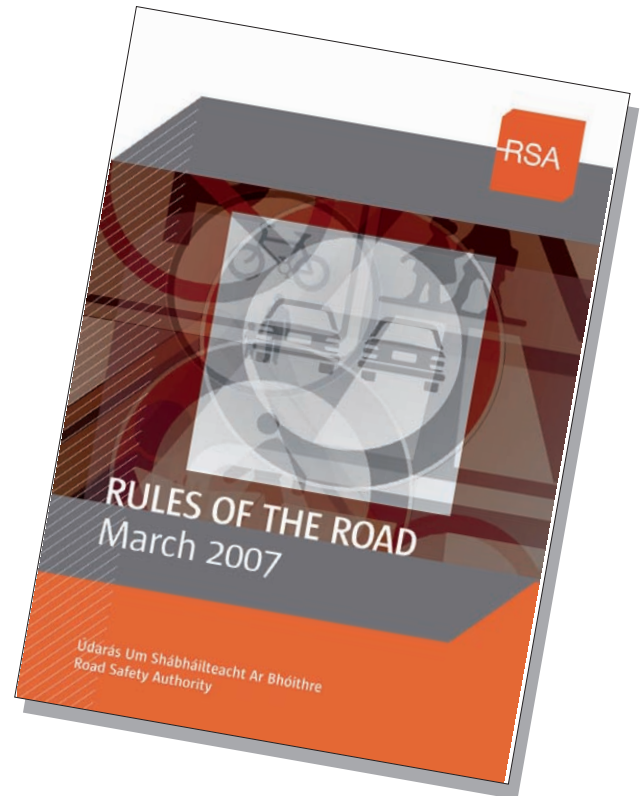
#### NOTE TO PARENTS/GUARDIANS:

Of reported cycling injuries over 50% are sustained to the head.

# PREPARATION

## RULES OF THE ROAD

- The “Rules of the Road” is a set of rules and regulations which set a standard of behaviour for all road users.
- When you get your copy, write your name on it because it is yours to keep.
- During the ‘Bike Start’ Cyclist Training Programme your trainer will assess your knowledge of the “Rules of the Road”, especially those parts which refer to cycling and so it is important that you read, learn and understand them.
- Concentrate on those sections contained in the “Rules of the Road” which relate particularly to cyclists.
- If there are any parts of “Rules of the Road” that you don’t understand or are unsure about, ask your trainer/teacher to explain.



### NOTE TO PARENTS/GUARDIANS:

It will help your child to make good progress on the course programme if you can check their knowledge and understanding of the “Rules of the Road”.



# PREPARATION

## PREPARATION

### LANGUAGE OF THE ROAD

Everyone knows how important it is to speak clearly and not mumble if they want people to understand them.

When cyclists, riders and drivers are out on the road they cannot speak to other road users but it is very important that they communicate with each other about what they are doing, or are about to do.

#### ARM SIGNALS

Arm signals are the way cyclists tell other road users what they want to do and you can practice these at home. An arm waved around briefly in any direction will not tell other road users what is happening and so it is important that signals are given clearly and are not completed so quickly that they are missed by other road users. Make sure your signals are clear and not too quick.



**i** You will find information about signals in your copy of "Rules of the Road".



**I intend to move out to the right or turn right.**

= Right arm extended at shoulder height, fingers together, palm forward for about 3 seconds.



**I intend to move in to the left or turn left.**

= Left arm extended at shoulder height, fingers together, palm forward for about 3 seconds.



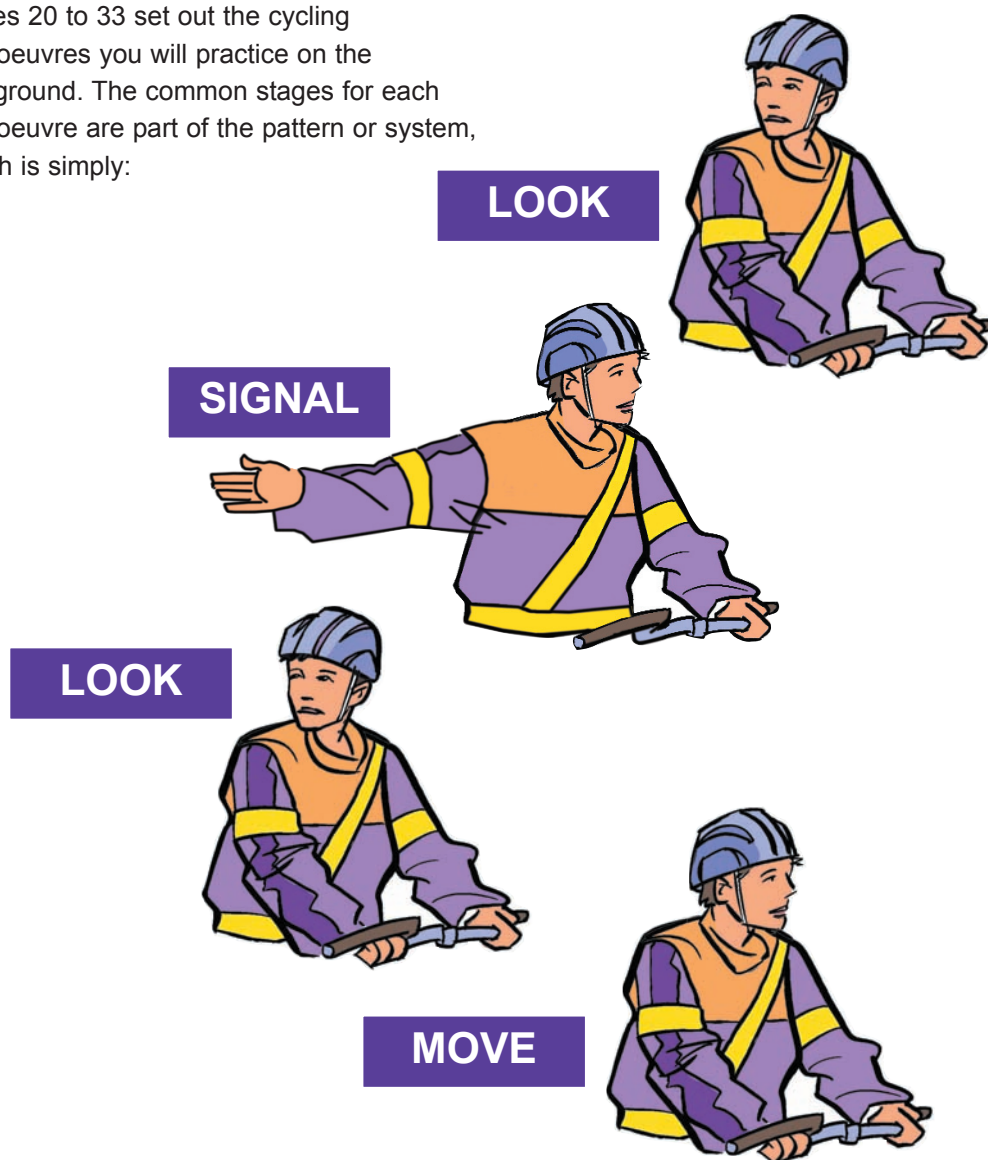
**I intend to slow down or stop.**

= Lift right arm so it is outstretched at shoulder height, fingers together, palm down, lower arm to side - repeat three times.

# PREPARATION

## LOOK, SIGNAL, LOOK, MOVE

Pages 20 to 33 set out the cycling manoeuvres you will practice on the playground. The common stages for each manoeuvre are part of the pattern or system, which is simply:



For each manoeuvre in this booklet, these four words are written in red to emphasise the need to:

**LOOK** behind before altering course to check that it is safe to do so. **SIGNAL** to let other road users know what your intentions are. **LOOK** again before changing position to check that it is still safe. **MOVE** – this is a way of saying you intend to move into your new roadway position.

If you discuss the **LOOK, SIGNAL, LOOK, MOVE** system with your parents/guardians you will realise that the same system applies to all road users, be they cyclists, motorcycle riders or car drivers. This system will only work if you are THINKING about what you are doing and about what other road users are doing and are ALERT enough to REACT safely.

# PREPARATION

## OBSERVATION, ANTICIPATION, POSITIONING & SPEED CONTROL

Observation, anticipation, positioning and speed control are important parts of being safe on the road.

- Observation is about **LOOKING** ahead and all around and being alert enough to really take notice of what other road users are doing.
- Anticipation is **THINKING** about what might happen.
- Positioning is about **GETTING INTO THE SAFEST PLACE** on the road in order to react safely to the surrounding environment.
- Speed control is about **ADJUSTING YOUR SPEED** so that you are not going so fast that you would be unable to stop if something unexpected does happen.

*All the time you are out on the roads remember, it's not only how well you cycle that will keep you safe, you must also ...*

## LOOK OUT FOR OTHER ROAD USERS!

If all road users obeyed the “Rules of the Road” and thought about what they were doing at all times, the risk of being involved in a road traffic accident would be greatly reduced. Unfortunately, people make mistakes and so every year thousands of people are killed and injured in road traffic accidents.

The main cause of most accidents on the road is human error. Sometimes people are hurt because other road users make mistakes. That is why your safety on the roads depends, not only on your cycling skills, but also being ready at all times to take avoiding action for other people's mistakes. So be on your guard at all times – look out for other road users!

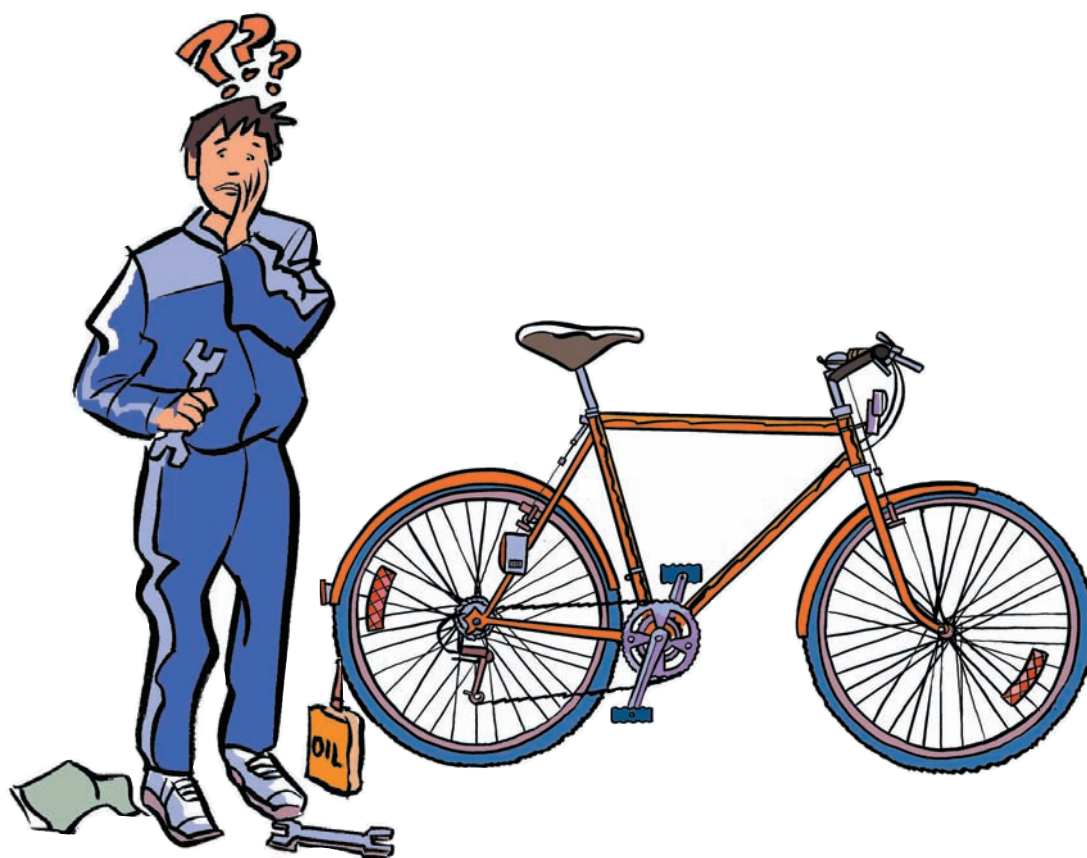


# BICYCLE MAINTENANCE

## MAINTENANCE SAFETY CHECKS FOR BICYCLES

Your bicycle should ALWAYS be in a roadworthy condition and you should check your bicycle regularly. The hints and tips on pages 18 and 19 will help you to do this. If you or your parents/guardians are not able to check your bicycle, do not worry, your teacher/cycle trainer might be able to arrange for a local Community Garda to carry out a school bicycle check, or your local bicycle dealer might be able to help you.

- DURING the practical session your trainer will examine your bicycle and any faults found will be identified on the checklist on the right.
- AFTER the first practical session you need to show this checklist to your parents/guardians who must make sure that all the faults are corrected BEFORE the second practical session.





# BICYCLE MAINTENANCE

## BICYCLE MAINTENANCE

### NOTIFICATION OF REPAIRS NEEDED

#### Fault Identification Checklist

(to be filled in by the trainer)

- |  |  |
|--|--|
| *1 <input type="checkbox"/> LIGHTS. Front/Rear. Broken. Dirty. Dim.                                    | 12 <input type="checkbox"/> CHAINWHEEL. Bent. Teeth worn. Bearings need adjusting/lubricating/replacing. |
| *2 <input type="checkbox"/> REAR (red) REFLECTOR. Missing. Broken. Incorrect position.                 | 13 <input type="checkbox"/> GEAR ASSEMBLY. Freewheel sprockets. Guide wheels. Worn. Bent.                |
| *3 <input type="checkbox"/> TYRES. Front/Rear. Needs replacing. Under-inflated.                        | 14 <input type="checkbox"/> HEADSET. Bearings need adjusting/lubricating/replacing.                      |
| *4 <input type="checkbox"/> BRAKE LEVERS. Front brake/Back brake. Needs adjusting.                     | 15 <input type="checkbox"/> HUB. Front/Rear. Bearings need adjusting/lubricating/replacing.              |
| *5 <input type="checkbox"/> BRAKE BLOCKS. Front/Back. Blocks worn/wrong way round. Need adjusting.     | 16 <input type="checkbox"/> BOTTOM BRACKET. Loose – requires adjusting.                                  |
| *6 <input type="checkbox"/> BRAKE CABLES. Front brake cable frayed. Back brake cable frayed. Need oil. | 17 <input type="checkbox"/> BELL. Missing. Incorrect position. Damaged.                                  |
| 7 <input type="checkbox"/> SADDLE. Incorrect position. Loose. Broken.                                  | 18 <input type="checkbox"/> FRONT FORKS. Bent. Cracked.  |
| 8 <input type="checkbox"/> HANDLEBARS. Incorrect position. Damaged. No grips.                          | 19 <input type="checkbox"/> PEDALS. Rubbers missing. Bearings need adjusting/lubricating/replacing.      |
| 9 <input type="checkbox"/> SPOKES. Front wheel/Rear wheel. Missing/loose.                              | 20 <input type="checkbox"/> MUDGUARDS. Broken. Loose. Stays missing/broken/loose.                        |
| 10 <input type="checkbox"/> WHEEL RIM. Front wheel. Rear wheel. Rim bent/worn through.                 |  |
| 11 <input type="checkbox"/> CHAIN. Needs adjusting/lubricating/replacing.                              |  |
- \* ***It is against the law to cycle with defective brakes; cycle at night with defective lights; or cycle with defective rear reflector.***

#### TO PARENTS/GUARDIANS:

Bicycle has been examined by: \_\_\_\_\_  
(Signature of Trainer) (Date)

Please make sure that the faults identified above are put right and then sign the form on page 41 and return it to the trainer via your child.

# BICYCLE MAINTENANCE

## HINTS & TIPS FOR BICYCLE MAINTENANCE

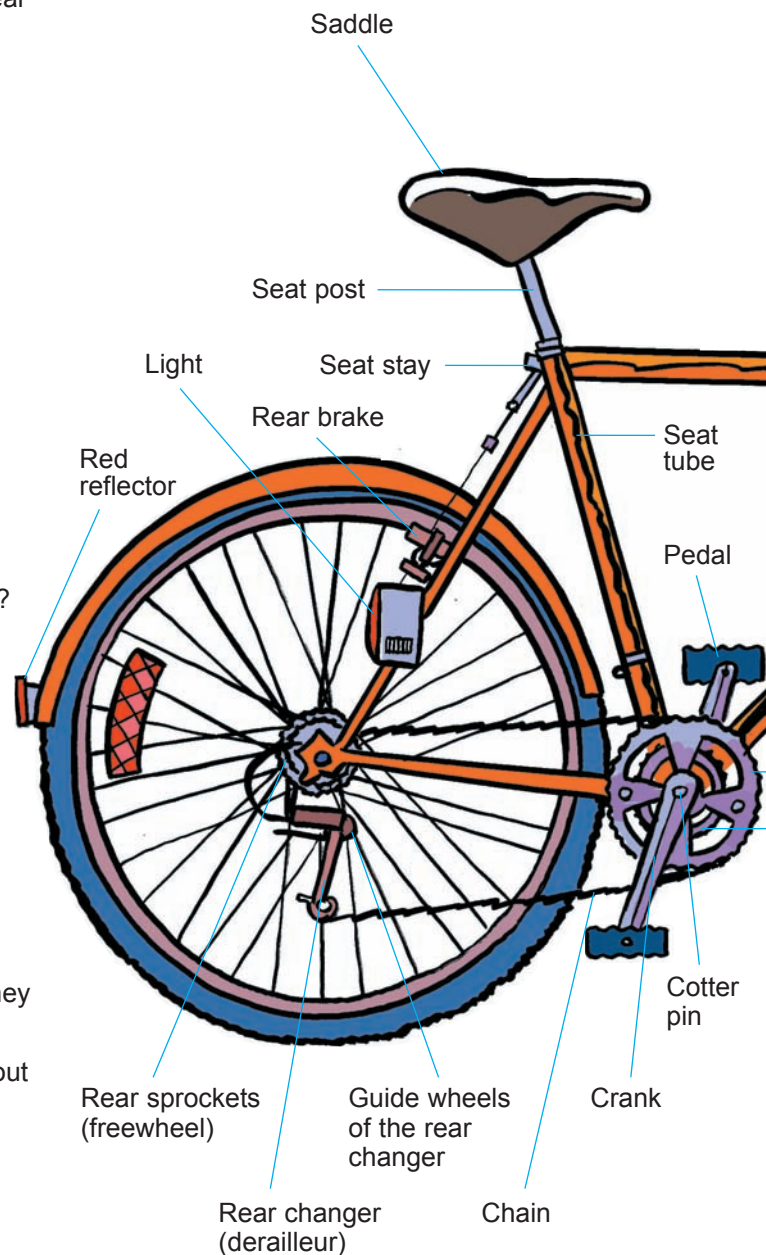
### CHECK:

#### Daily

- Brake levers – are they working properly?
- Brake blocks – are they worn?
- Red reflector to point squarely to the rear - keep clean.
- If riding in the dark – are both lights working brightly?
- Tyres – are they hard enough? Are they worn or damaged?
- Funny noise – what is it?

#### Monthly

- Brake cables – are they fraying?
- If you are still growing is the riding position still comfortable? – does the height of the saddle/handlebars need adjusting?
- Nuts and bolts – are they loose, especially mudguards, brakes, carriers?
- Are any spokes loose or damaged?
- Wheels – do they run true?
- Chain – is it worn, rusty or damaged?
- Chainwheel – is it bent or worn?
- Freewheel sprockets, guide wheels – are they worn?
- Derailler gears – can you get all the gears?
- Headset, hubs, bottom bracket – are they too stiff or too loose?
- Bell – fitted so that it can be used without letting go of the handlebars.
- Front forks – bent forks are dangerous.
- Mudguards – do not allow to become loose.
- Frame, cranks – have they been accidently damaged?



# BICYCLE MAINTENANCE

## LUBRICATE / CLEAN

### Weekly

- Clean lights, reflectors (including pedal reflectors).
- Remove batteries when lights are not in regular use.
- Chain.

### Monthly

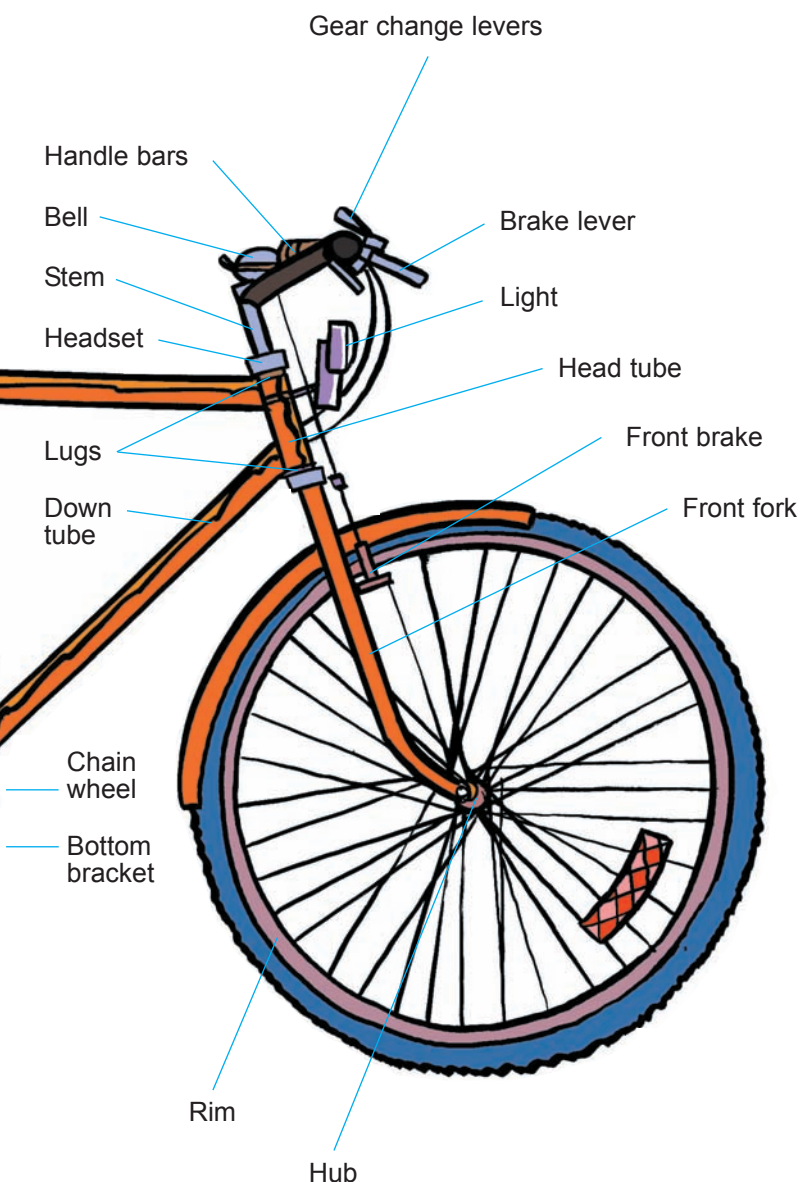
- Brake assembly
- Gear cables
- Brake Cables
- Hub
- Bottom bracket
- Pedals
- Clean any metal work (gently with soap and water).
- When in use clean contacts and battery surface of cycle lights with a mild abrasive e.g. emery paper.

### Half-Yearly

- Remove, clean and lubricate:
  - Chain
  - Deraillleur gears

### Yearly

- Dismantle, clean and re-grease:
  - Headset
  - Hubs
  - Bottom bracket



# MANOEUVRES

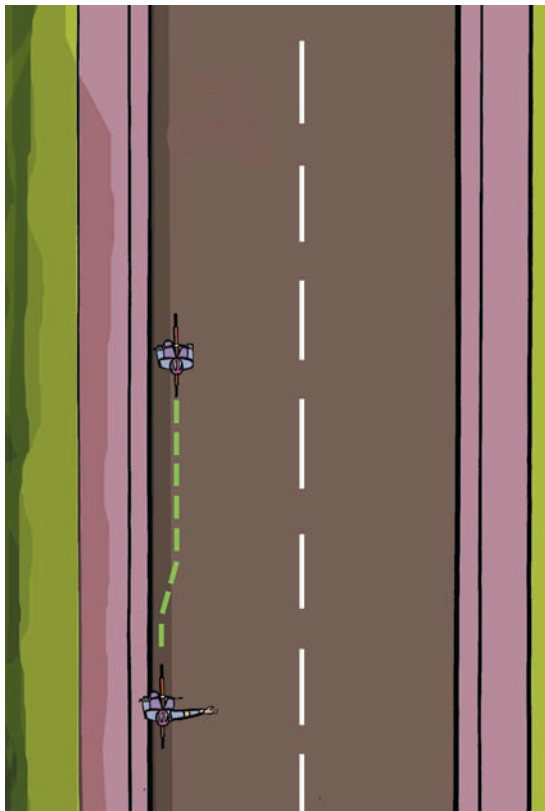
## MANOEUVRES

### THE STARTING POSITION



Get on your bicycle from the pavement side. Your left foot should be on the ground and your right foot on the pedal, in the 2 o'clock position (as shown in the illustration on the left).

### STARTING OFF



Before starting off think about whether this is a **SAFE** place to start. Always mount your bicycle from the pavement side.

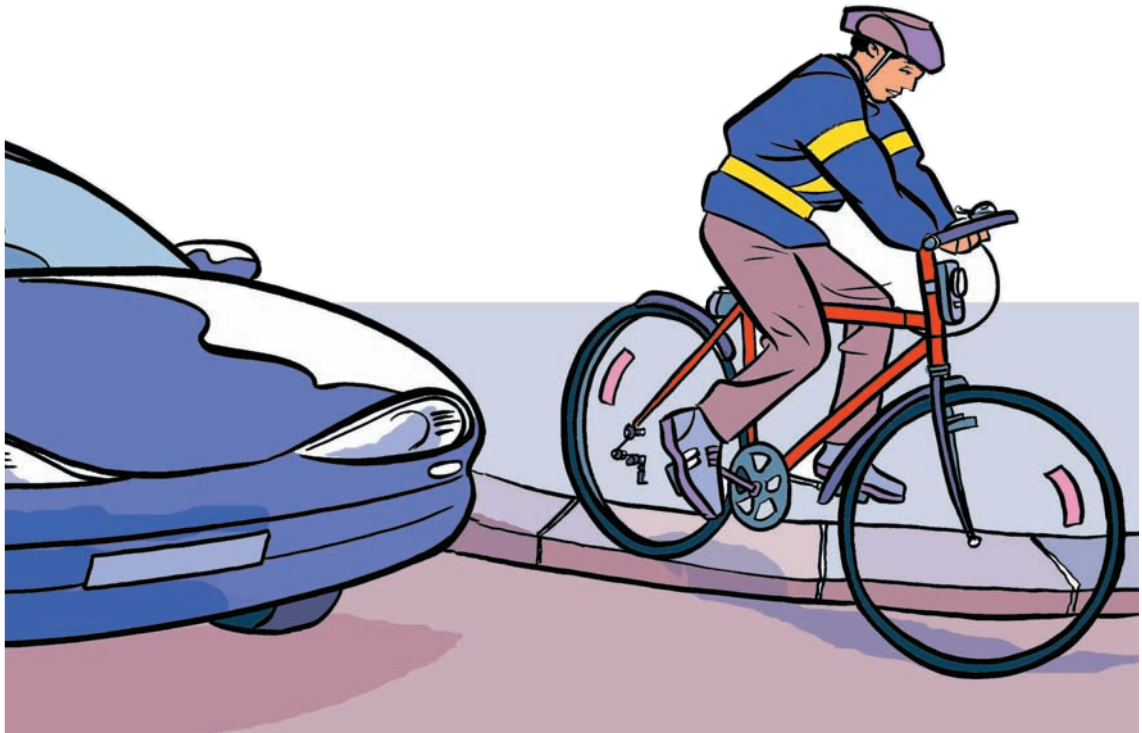
- 1 Get into starting position (see illustration above) ready to move off.
- 2 **LOOK** behind over your right shoulder and all around for traffic until there is a safe gap.
- 3 **SIGNAL** your intention to move off.
- 4 Return right hand to handlebar.
- 5 **LOOK** behind again.
- 6 If it is safe **MOVE** off promptly with both hands on the handlebars and remember to keep looking.



# MANOEUVRES

## MANOEUVRES

### DANGERS WHEN STARTING OFF



#### WHAT ARE THE DANGERS?

Hitting or being hit by a vehicle. Riding into objects on the road e.g. pothole.

#### WHERE ARE THE DANGERS?

Wherever you set off from, including the driveway, pavement, kerbside and road.

#### WHY IS IT DANGEROUS?

Not looking before setting off. Not signalling, at all, or clearly enough to let other road users know what you are doing. Make sure you check the road ahead and behind you. Never ride off the pavement into the road. Always find a safe place to start from.

This manoeuvre is covered in Level 1  
'Bike Start' Theory Programme  
– Module 2.

#### NOTE TO PARENTS/GUARDIANS:

During the course programme your child will practice this manoeuvre on the playground.

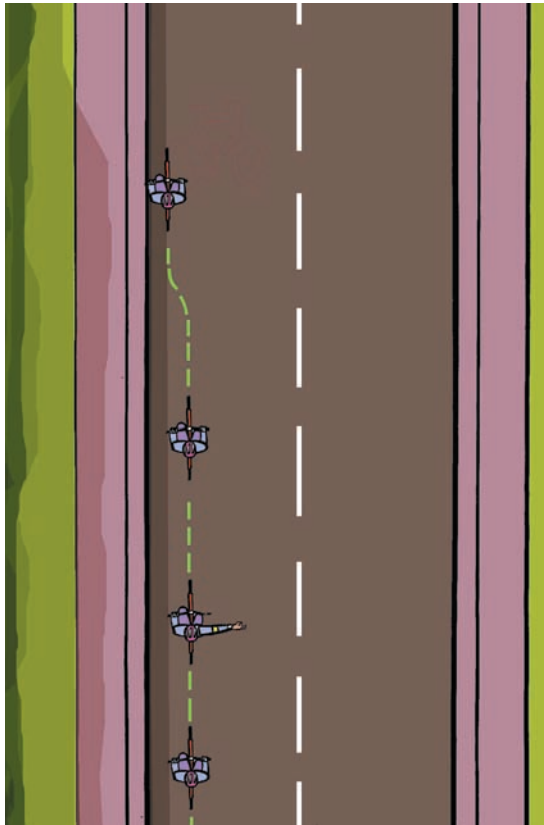
Tick the box below when they have got it right with you on the road. ☐

# MANOEUVRES

## MANOEUVRES

### STOPPING

Before stopping it is important to consider the safest place to stop.



- 1 **THINK** is it a safe place to stop?
- 2 **LOOK** behind over your right shoulder to check for traffic.
- 3 When it is safe to do so, give the slowing down **SIGNAL**.
- 4 Return right hand to handlebar.
- 5 **LOOK** behind over your right shoulder to check for traffic.
- 6 **MOVE** over to the kerb to stop and dismount on to the pavement.

### EMERGENCY STOP

There are times when you may need to stop quickly - for example if a bus pulls out in front of you. You can practice the emergency stop on the playground.

#### PRACTICE

- 1 Without looking or signalling put your brakes on quickly – back first – and stop without losing control.
- 2 When you are ready to continue, use the “starting off” procedure on page 20.



# MANOEUVRES

## MANOEUVRES

### DANGERS WHEN STOPPING



### DANGERS

#### WHAT ARE THE DANGERS?

Being hit from behind by other vehicles.  
Stopping suddenly and going over the handlebars. Riding into objects (e.g. rubbish) at the side of the road. Skidding.

#### WHERE ARE THE DANGERS?

Anywhere you plan to stop or are forced to stop.

#### WHY IS IT DANGEROUS?

Not signalling, at all, or clearly enough to let other road users know what you are doing.  
Not using both brakes for an emergency stop.

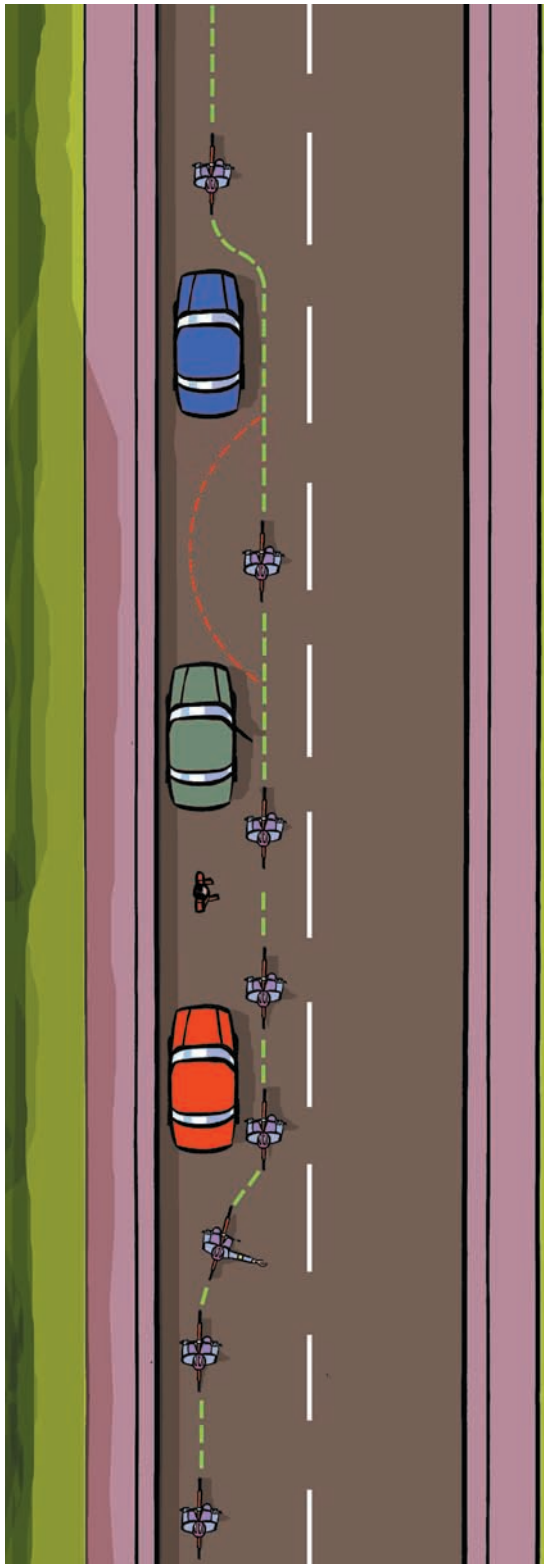
This manoeuvre is covered in Level 1  
'Bike Start' Skills Theory Programme  
– Module 3.

#### NOTE TO PARENTS/GUARDIANS:

During the course programme  
your child will practice  
this manoeuvre on the playground.  
Tick the box below when they have  
got it right with you on the road. ☐

# MANOEUVRES

## OVERTAKING



- 1 **LOOK** behind over your right shoulder to check for traffic approaching from behind.
- 2 **SIGNAL** that you want to move over to the right. Remember traffic coming towards you has priority – important if the road narrows. Return right hand to handlebar.
- 3 **LOOK** behind again to see if it is still safe. (If you have to stop:- EITHER wheel your cycle along the pavement until you are past the cars, OR wait for a suitable gap in the traffic and take up starting position.)
- 4 **MOVE** out - if it is safe to do so.
- 5 **CHECK** for pedestrians coming out from between parked vehicles and car doors opening.
- 6 **DON'T** weave in and out between closely parked vehicles.
- 7 **LOOK** behind to make sure it is safe to pull in.
- 8 **MOVE** back to the left hand side of the road.



# MANOEUVRES

## MANOEUVRES

### DANGERS WHEN OVERTAKING



### DANGERS

#### WHAT ARE THE DANGERS?

Being hit by a vehicle as you pull out. Being hit by a car door opening as you ride past. Being forced too close to the vehicle you are overtaking by other vehicles overtaking you.

#### WHERE ARE THE DANGERS?

Anywhere you need to overtake another vehicle whether it is parked or moving.

#### WHY IS IT DANGEROUS?

Not signalling your intention to pull out, at all, or clearly enough. Not looking before you pull out. Not being seen, or considered, by other road users.

This manoeuvre is covered in Level 1 'Bike Start' Skills Theory Programme – Modules 2 & 4.

#### NOTE TO PARENTS/GUARDIANS:

During the course programme your child will practice this manoeuvre on the playground.

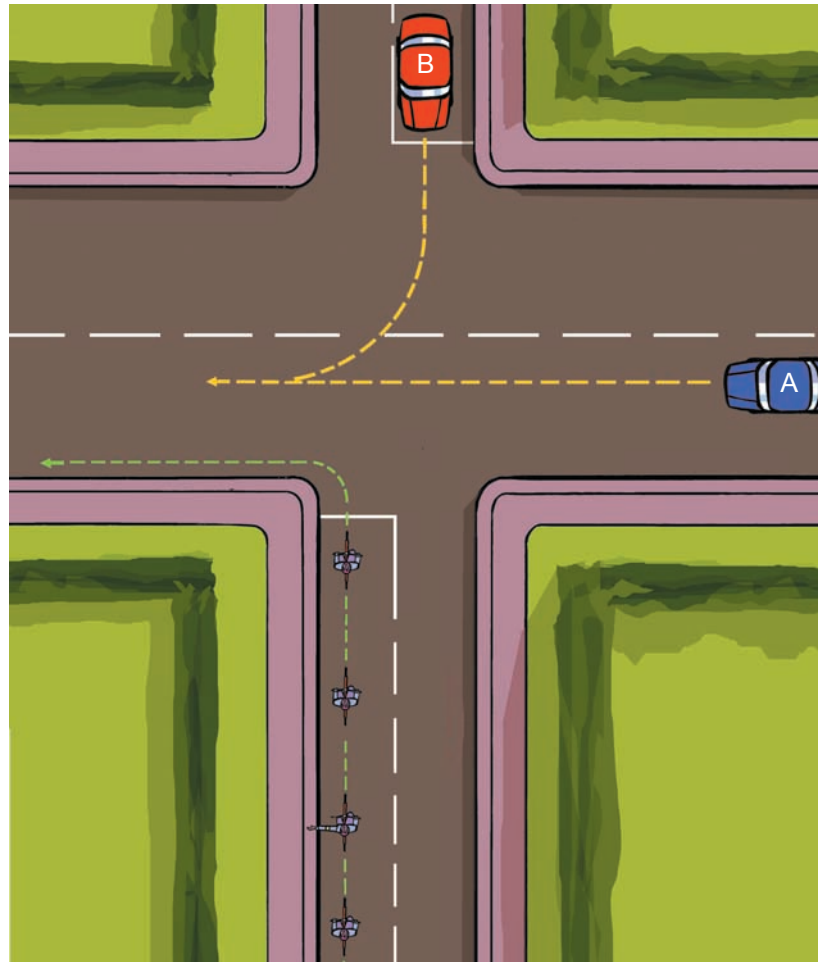
This is the second most dangerous manoeuvre for cyclists, and you should be sure of your child's safety before you allow them to practice overtaking on the road.

Tick the box below when they have got it right with you on the road. ☐

# MANOEUVRES

## MANOEUVRES

### LEFT TURN



- 1 LOOK** over your right shoulder to check for traffic approaching from behind.
- 2 SIGNAL** your intention to turn left.
- 3** Return left hand to handlebar and make sure it is safe to slow down or stop.
- 4** Be prepared for vehicles by the side of you who might also be turning left, especially goods vehicles and busses.
- 5** Brake gently with both brakes and be prepared to stop. (If you have to stop because of traffic conditions, stop signs and road markings, traffic lights - use the “starting off” procedure and signal left).
- 6 LOOK** for traffic on the road you are turning into.
- 7 MOVE** gently into the corner to complete the turn, keeping close to the kerb and giving way to pedestrians who are crossing the road.

**Never ever** turn left at the same time as a lorry or bus.

**Wait until the other vehicle has completed the left turn before you make your move in complete safety.**

# MANOEUVRES

## MANOEUVRES

### DANGERS WHEN TURNING LEFT



### DANGERS

#### WHAT ARE THE DANGERS?

Being hit by a vehicle that is already on the road you are turning into (A on diagram).  
Being hit by oncoming vehicles turning right at the same junction (B on diagram). Being hit by vehicles, especially heavy goods vehicles and buses turning left at the same time as you.

#### WHERE ARE THE DANGERS?

Any junction where you want to turn left but particularly if you are turning into a busy road.

#### WHY IS IT DANGEROUS?

Not looking at the road you are turning into.  
Not signalling at all, or not signalling clearly enough.

This manoeuvre is covered in Level 1  
'Bike Start' Skills Theory Programme  
– Modules 2.

#### NOTE TO PARENTS/GUARDIANS:

During the course programme your child will practice this manoeuvre on the playground.

Tick the box below when they have got it right with you on the road. ☐

# MANOEUVRES

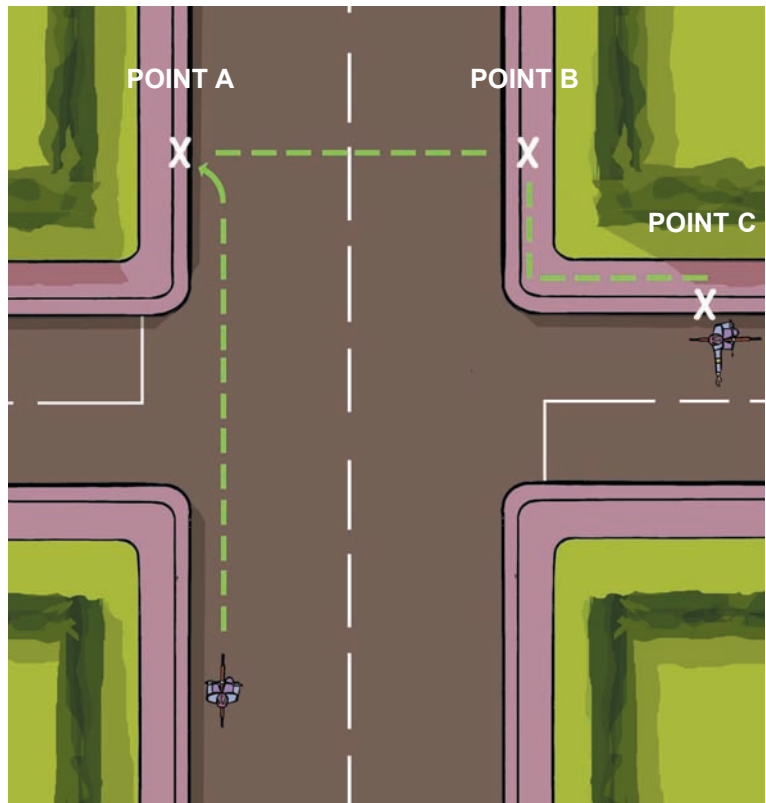
## MANOEUVRES

### THE WALKING RIGHT TURN

When you need to make a right turn in traffic it is much safer for you to dismount your bicycle and make the right turn as a pedestrian.

#### MAJOR TO MINOR ROAD

- 1 Continue to ride past the junction.
- 2 Having passed the junction (point A) follow 'stopping procedures' on page 22.
- 3 When it is safe to do so cross the major road to point B as a pedestrian. Use the Safe Cross Code keeping your bicycle to your right hand side.
- 4 Continue to wheel your bicycle along the pavement away from the kerb to a suitable place away from the junction (point C).
- 5 At point C follow 'starting off' procedures on page 20.



#### NOTE TO PARENTS/GUARDIANS:

Year after year, road traffic accidents statistics show that RIDING the right turn is the MOST DANGEROUS of all CYCLING MANOEUVRES (see page 31). In order to minimise this danger the WALKING right turn is the ONLY METHOD recommended for young cyclists.

Making a "U" turn in traffic is highly dangerous and sometimes illegal and so when necessary, the safest method is to use the procedure for the WALKING RIGHT TURN MINOR TO MAJOR (opposite page), up to point "D". At point "D" the cyclist should follow the "starting off" procedures on page 20.



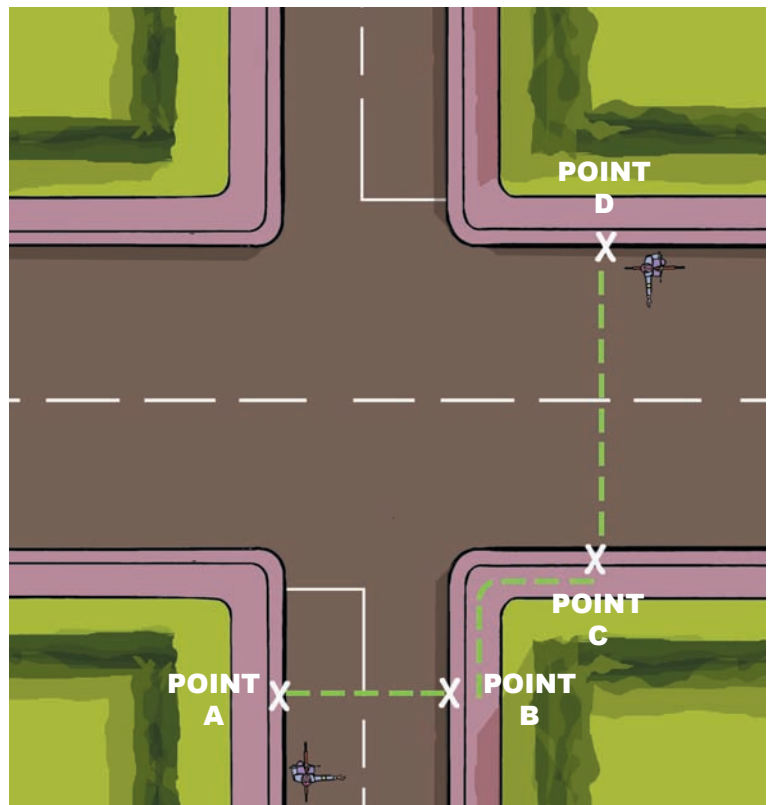
# MANOEUVRES

## MANOEUVRES

### THE WALKING RIGHT TURN

#### MINOR TO MAJOR ROAD

- 1 Follow 'stopping' procedures on page 22, dismounting on the pavement side (point A).
- 2 When it is safe to do so cross the minor road to point B as a pedestrian. Use the Safe Cross Code keeping your bicycle to your right hand side.
- 3 Continue to wheel your bicycle along the pavement away from the kerb to a suitable place away from the junction (point C).
- 4 When it is safe to do so cross the major road to point D as a pedestrian. Use the Safe Cross Code keeping your bicycle to your right hand side.
- 5 At point D follow the 'starting off' procedures on page 20.



#### NOTE TO PARENTS/GUARDIANS:

Remember this is the most dangerous of all manoeuvres and even adults are safer "walking" the right turn.

Your child has been taught the correct methods both to walk and ride the right turn, but only in playground conditions. Even when you are confident that your child is safe to ride in traffic PLEASE CONTINUE to encourage them to WALK the right turn, especially at very busy junctions.

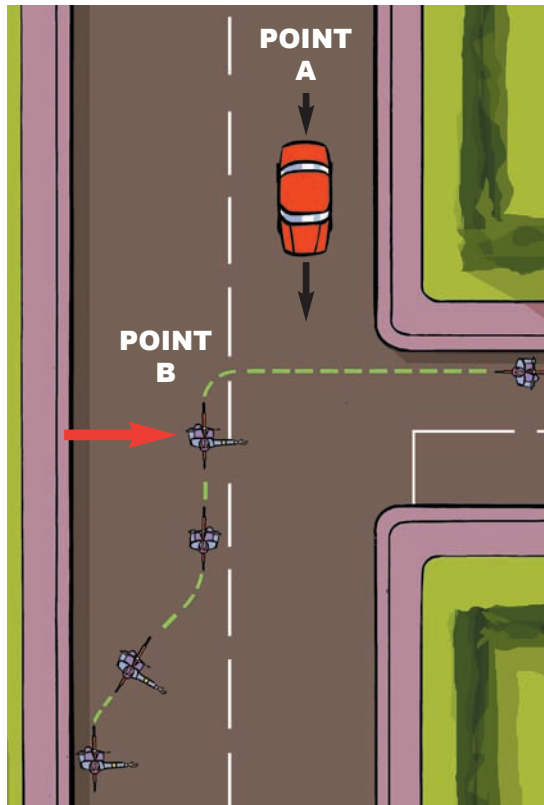
Tick the box below when they have got it right with you on the road. ☐

# MANOEUVRES

## MANOEUVRES

### THE RIDING RIGHT TURN

Riding the right turn in traffic is the **MOST DANGEROUS** of all manoeuvres. The following procedures are here for you to refer to when you are an **OLDER** and **MORE** experienced cyclist.



### MAJOR TO MINOR ROAD

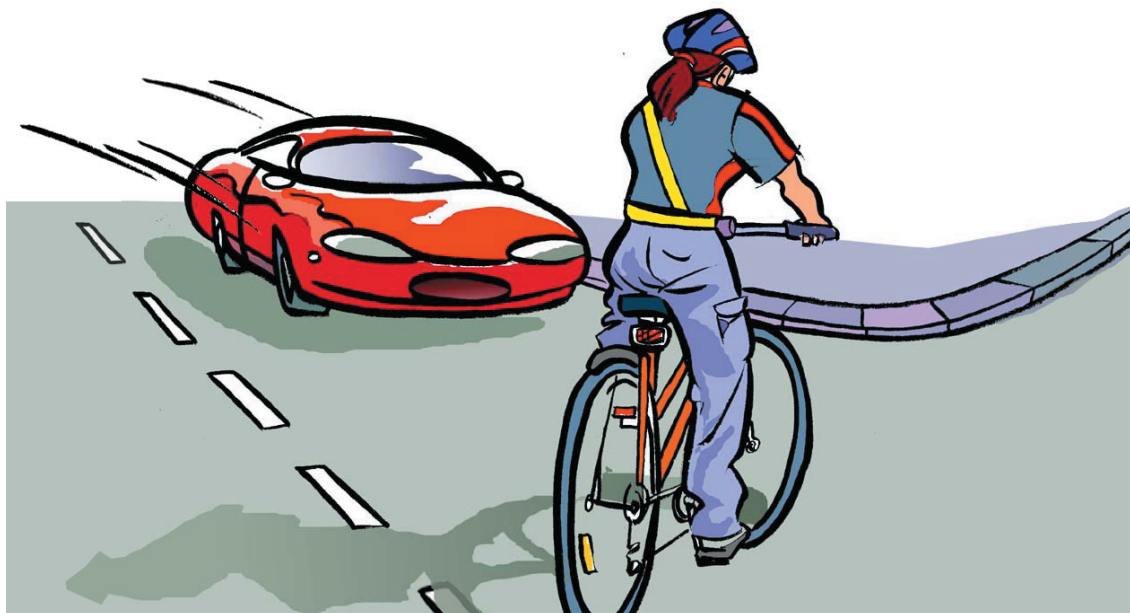
- 1 **LOOK** over your right shoulder for a gap in the traffic approaching from behind.
- 2 When there is a suitable gap, **SIGNAL** your intention to move across to the right.
- 3 **LOOK** again to check that it is still safe. If it is –
- 4 **MOVE** quickly to just left of centre of the road. Continue to signal until you reach this position.
- 5 Return hand to handlebar.
- 6 Before completing your manoeuvre **LOOK** all around for approaching traffic.
- 7a If there is no traffic approaching from point A, complete your turn on the course shown.
- 7b If there is traffic approaching from point A, **STOP** at the point shown by the red arrow (point B). When it is safe to do so follow “starting off” procedures on page 20.

**Watch for traffic on your left hand side that may be also turning right at the same time as you.**

# MANOEUVRES

## MANOEUVRES

### DANGERS WHEN TURNING RIGHT



### DANGERS

#### WHAT ARE THE DANGERS?

(Major to minor) Being hit by traffic as you turn across the major road into the minor road (see diagram). Being hit by traffic coming up behind you as you wait to turn into the minor road. At night you are almost invisible and turning right is extremely dangerous.

#### WHAT ARE THE DANGERS?

(Minor to major) Being hit by traffic as you turn across the major road to cross to the far side. Being hit by traffic coming up from behind you as you wait to turn into the major road.

#### WHERE ARE THE DANGERS?

Any road you want to turn right into, particularly if the road you are on is busy.

#### WHY IS IT DANGEROUS?

Not looking as you pull out to the centre or at the road you are turning across. Not signalling at all or clearly enough. Misjudging traffic speed or distance.

More information can be found in the “Rules of the Road” on turning right.

This manoeuvre is covered in Level 1 ‘Bike Start’ Theory Programme – Module 2.

**NOTE TO PARENTS/GUARDIANS:**  
Remember this is the most dangerous of all manoeuvres and even adults are safer “walking” the right turn.  
Your child has been taught the correct methods both to walk and ride the right turn, but only in playground conditions. Even when you are confident that your child is safe to ride in traffic PLEASE CONTINUE to encourage them to WALK the right turn, especially at very busy junctions.  
Tick the box below when they have got it right with you on the road. ☐

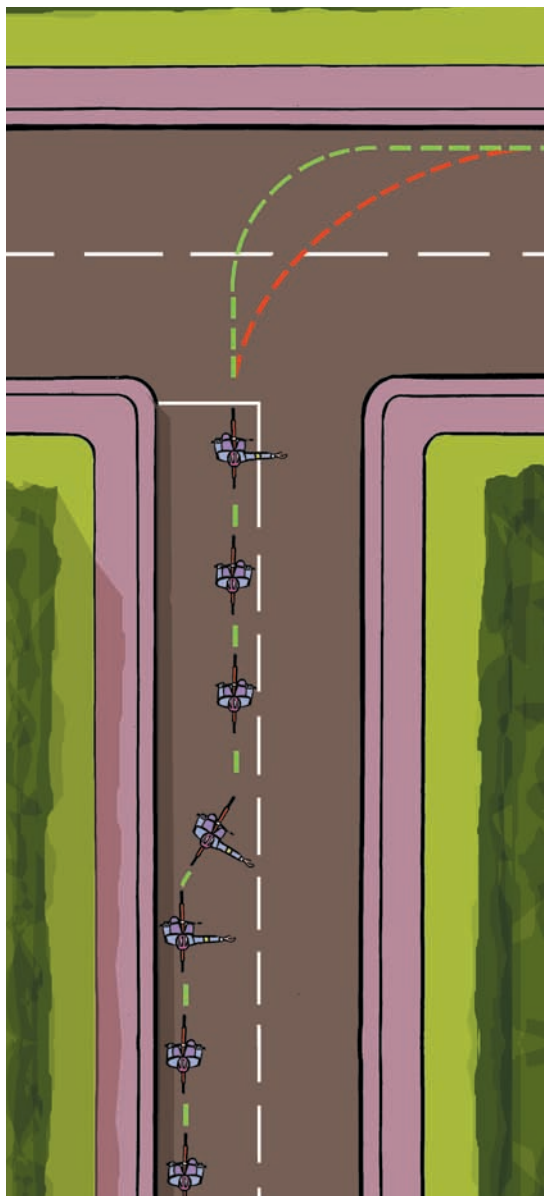
# MANOEUVRES

## MANOEUVRES

### THE RIDING RIGHT TURN

Riding the right turn in traffic is the MOST dangerous of all manoeuvres. The procedure for riding the right turn is included in this guide as reference for OLDER & MORE EXPERIENCED CYCLISTS or for those Cyclists who wish to progress to levels 3 and 4.

#### MINOR TO MAJOR ROAD



- 1 **LOOK** over your right shoulder for a safe gap in the traffic approaching from behind.
- 2 When there is a suitable gap, **SIGNAL** your intention to move across to the right.
- 3 **LOOK** again to check that it is still safe, if it is,
- 4 **MOVE** quickly to just left of centre of the road. Continue to signal until you reach this position.
- 5 Return hand to handlebar.
- 6 **LOOK** behind to check that it is safe to stop.
- 7 **STOP** and get into the starting position.
- 8 **LOOK** all around for traffic on the major road.
- 9 **MOVE** off when it is safe using the 'starting off' procedure on page 20. Keep looking right and left as you go. Use the green route when joining the major road. If you cut the corner in the direction of the red route, it is further and you are in the middle of the road for longer.

**Watch for traffic on your left hand side that may be also turning right at the same time as you.**



# MANOEUVRES

## TRAFFIC LIGHT SIGNALS

### AT JUNCTIONS AND OTHER LOCATIONS



**Red** means 'Stop', wait behind the stop line.



**Amber** also means 'Stop'.



**Green** means you may go if it is safe to do so.



At some junctions you may see a **flashing amber arrow**. This indicates that you must yield to traffic coming from your right. You must also give way to pedestrians crossing.



If there is a **green arrow** you can go in the direction shown if it is safe to do so.



Toucan crossings for cyclists. This is a controlled crossing for cyclists, usually provided alongside controlled pedestrian crossings.

- It is very important to learn the order on which traffic lights change and to know what each stage means.
- GREEN** means go if it is safe to do so. Some drivers try to beat the lights so always look as you go and be ready to stop.
- As traffic lights are usually at very busy junctions, the safest thing to do is to dismount and walk across the road(s) using the "Safe Cross Code".

## ROUNDBABOUTS

- Roundabouts**, especially large multi-lane ones are difficult and dangerous junctions for cyclists.
- If you can – find a route which avoids busy roundabouts.
- If you do have to cross a difficult roundabout, don't be ashamed to get off your bike and cross the junction as a pedestrian, using the "Safe Cross Code".

### Suggested routes

Turning right



Straight on



Left turn



#### NOTE TO PARENTS/GUARDIANS:

Most cycling accidents happen at junctions. Even when you are confident that your child is capable of cycling in traffic, on busy roundabouts it is often safer to get off and cross the junction as a pedestrian – better still – encourage your child to plan routes avoiding busy roundabouts.

# REFERENCE

## CYCLE TRACKS AND SIGNS

### CYCLE TRACKS

*These are either mandatory or advisory.  
Dublin City Council's Strategic Cycle  
Network Plan covers over 200km of cycle  
routes throughout the city.*

#### ADVANCED STOP LINE AREA

These are regulatory boxes next to traffic lights to provide a safe area for cyclists ahead of the rest of the traffic. Cyclists turning right get a chance to move into a prominent position while traffic is stationary.

#### MANDATORY CYCLE TRACK

This is indicated by a continuous white line. During operational hours, neither parking nor loading are allowed on it.

#### ADVISORY CYCLE TRACK

It is indicated by a broken line. Vehicles may cross this line to access parking inside or in other limited circumstances.

#### SHARED BUS/CYCLE LANE

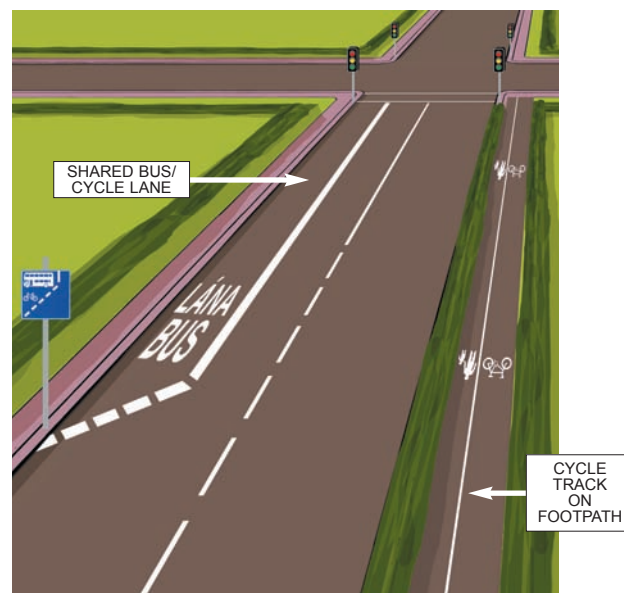
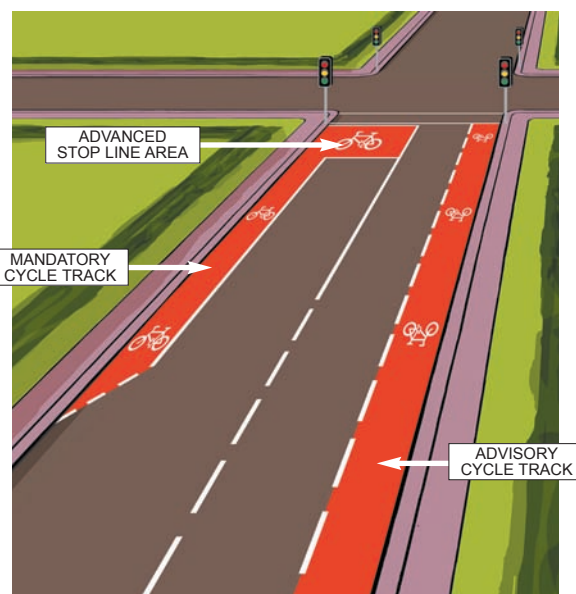
Cyclists are permitted to use bus lanes where indicated by the bus/cycle sign. Be wary of buses pulling in front of you and of passengers suddenly alighting.

#### CYCLE TRACKS ON FOOTPATH

Watch out for pedestrians when using these. In addition, be extra careful when crossing.

#### CYCLE STANDS

You can make use of over 2,000 bicycle stands in the city. Make sure you secure your bicycle safely to the cycle stand as shown.



# REFERENCE

## REFERENCE

### WARNING SIGNS (yellow)

These signs give advance warning of a hazard, are diamond shaped with black symbols/letters on a yellow background.

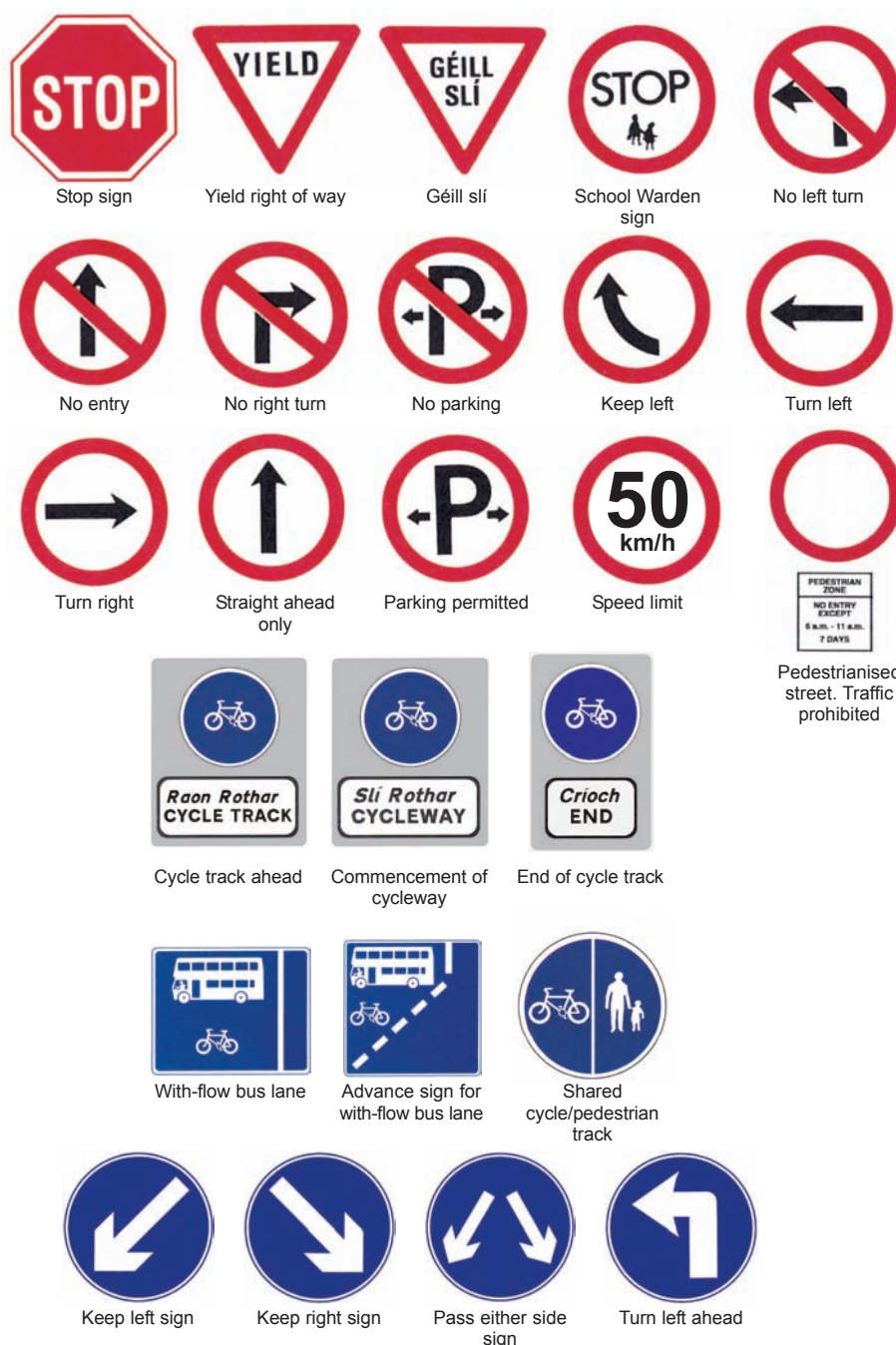


# REFERENCE

## REFERENCE

### REGULATORY/MANDATORY SIGNS (red/blue)

These signs indicate the existence of a road regulation and show the course the driver or rider must follow, the action he/she is permitted to take, or action he/she is forbidden to take. They are generally circular in shape, with a red surround and with black symbols/letters on a white background, or blue background with symbols. Check the latest edition of the “Rules of the Road” for further guidance.





# REFERENCE

## REFERENCE

### TEN TIPS FOR SAFER CYCLISTS



Wear bright clothes so that you can be easily seen



Always wear a cycle safety helmet



Know your 'Rules of the Road'



Don't play games or trick cycling on the road



Look ahead for uneven road surfaces and either avoid them, or ride over them carefully



Notice what other traffic is doing and be ready to take action if necessary



Always ride at a speed which allows you to slow down or stop in time to avoid a hazard



Look and signal before manoeuvring to avoid a hazard



If you aren't sure what to do when faced with a hazard, stop and get off your bicycle



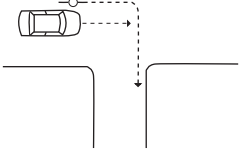

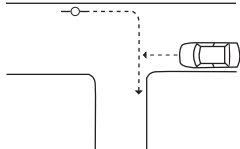
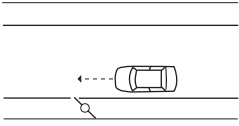

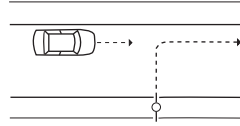
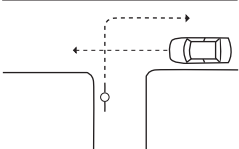

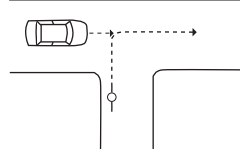
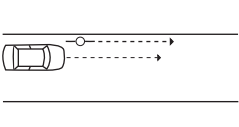

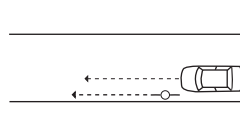
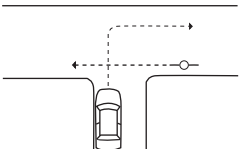

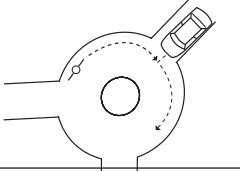
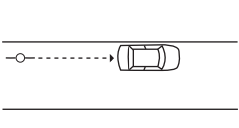

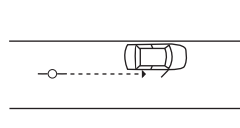
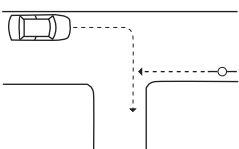

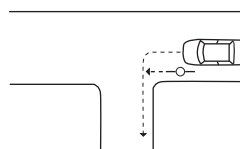
The most important rule of all  
**KEEP ALERT**  
to avoid hazards at all times

**THESE TIPS  
COULD SAVE  
YOUR LIFE**

# REFERENCE

## MAIN CAUSES OF ACCIDENTS

Road user error plays a part in 95% of all traffic accidents. This page shows the seven types of cycling accidents that happen most often.

- |          |  |   |  |   |
|----------|--|---|--|---|
| <b>1</b> | Cyclists turning right into side road, motorist going straight ahead.                |    |    |    |
| <b>2</b> | Cyclists emerging from footpath, motorist going straight ahead.                      |    |    |    |
| <b>3</b> | Cyclists emerging from side road, motorist going straight ahead.                     |  |  |  |
| <b>4</b> | Cyclists and motorist going straight ahead on the same road.                         |  |  |  |
| <b>5</b> | Motorist emerging into the path of cyclist going straight ahead.                     |  |  |  |
| <b>6</b> | Cyclists running into a parked vehicle. Driver opening car door in front of cyclist. |  |  |  |
| <b>7</b> | Motorist turning into side road, cyclist going straight ahead.                       |  |  |  |

For young cyclists playing, doing tricks, travelling too fast and general loss of control are also important causes of accidents.

**Remember a bicycle IS NOT A TOY – BE SAFE, BE SENSIBLE.**

Take time to plan your journey to avoid hazards – the shortest route is not always the safest.

## TEST YOUR KNOWLEDGE

### CYCLE

Your bicycle should always be in a roadworthy condition and you should know how to keep it so.

#### Q1

Put a cross in the boxes next to the four important safety items on a bicycle.

- a. Tyres ☐
- b. Mileometer ☐
- c. Brakes ☐
- d. Saddle bag ☐
- e. Lights and rear reflector ☐
- f. Bell ☐
- g. Mudguards ☐
- h. Water bottle ☐



#### Q2

Use arrows to show the parts of your bicycle, which you should regularly oil.

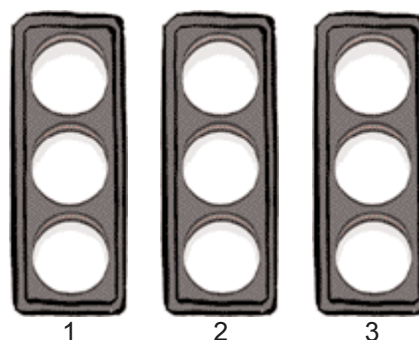
Try to draw at least four arrows.



### TRAFFIC LIGHTS

#### Q3

Traffic lights are used to control the flow of traffic at some busy junctions. Starting with red, colour the traffic lights below in the order 1-3 that they change.



#### Q4

Each of the traffic light changes shown in the diagrams 1-3 above is giving a message to road users. Look at the three 'messages' below and match each with the correct number from the traffic light diagrams shown above.

- a. Go, if it is safe to do so. ☐
- b. Stop, wait behind the stop line. ☐
- c. Stop, red is next. ☐

# REFERENCE

## TEST YOUR KNOWLEDGE

### SIGNALS

Signals are the way road users communicate with each other. Do you know what these signals mean? Put a cross in the box next to the correct answer.

#### Q5

- a. Stopping vehicles approaching from the front ☐
- b. Stopping vehicles approaching from behind ☐
- c. Stopping vehicles back and front ☐
- d. Pedestrians on the pavement may cross ☐



#### Q6

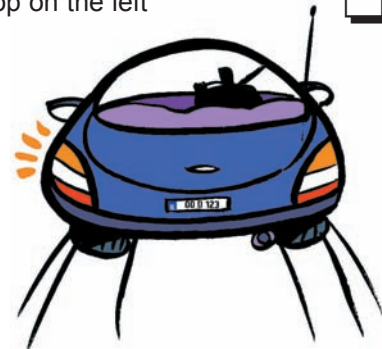
- a. Stopping vehicles approaching from the front and behind ☐
- b. Stopping vehicles approaching from behind ☐
- c. Stopping vehicles approaching from the front ☐
- d. Stopping vehicles from the side ☐



#### Q7

What does this flashing signal mean?

- a. I am going to overtake ☐
- b. I am going to move out to the right ☐
- c. I intend to move out to the right or turn right ☐
- d. I intend to move in to the left or turn left or stop on the left ☐



#### Q8

What does this arm signal mean?

- a. I intend to slow down or stop ☐
- b. I intend to slow down ☐
- c. I am waving to my friend ☐
- d. I am going to turn right ☐



All correct answers **10 MARKS EACH** apart from questions 1 & 2 (5 marks each)



# REFERENCE

## REFERENCE

TEAR HERE

### Bicycle Repair Form

TO THE TRAINER:-

The faults on my child's bicycle have been fixed.

Name of child: \_\_\_\_\_

Signature of  
Parents/Guardians: \_\_\_\_\_

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

CUT HERE



### Parents/Guardians Consent Form

Please write in Block Capitals

I wish my child: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Name of School/Establishment: \_\_\_\_\_

- To take part in Dublin City Council's 'Bike Start' Cycling Training Programme.
- I understand that this involves practical sessions.
- I will make sure that my child's bicycle is in a roadworthy condition for every practical session.

Name of parents/guardians: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_

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



CUT HERE



# REFERENCE

## WORK RECORD

### BIKE START SKILLS Level 1 - classroom theory programme

The work involved in the “BIKE START (Level 1)” Theory Programme is intended to prepare you for the practical riding sessions.

- Write in the boxes below the date when you used each Info/Activity Sheet and, for the Test Sheets, what marks you gained. This will make it easy for your parents/guardians, teacher and cycling trainer to help you.

	Info Sheet	Test Sheet	MARKS GAINED
	DATE	DATE	
1 Bicycle Maintenance			
2 Roadcraft & Rules			
3 Road Hazards & Cycle Control			
4 Communications & Road Signs			
5 Planning a Safer Cycling Route to School			

### Practical Riding

During the practical riding session your trainer will tell you when future sessions will take place.

- Write the dates of your practical riding sessions in the space below.

DATES	SESSION

