



# Bikeability Plus Delivery Guide

## Bikeability Family

For registered Bikeability training providers and instructors in England

April 2022



## INTRODUCTION

The **Bikeability Trust** has prepared this guide for registered Bikeability training providers and instructors. The Bikeability Trust manages Bikeability, the government's national cycle training programme. It is also responsible for the **National Standard for Cycle Training**.

The **Bikeability Plus Family** module helps families cycle more, together. It is a flexible and adaptable course, designed with the needs of individual families in mind.

MODULE DURATION	FAMILY CRITERIA	INSTRUCTOR: RIDER RATIOS
<p>Suggested duration: Up to 3 hours</p> <p>Duration and number of sessions should be discussed and adapted for the needs of each family.</p>	<p>A family group must include:</p> <ul style="list-style-type: none"> <li>• At least one under 18 year old</li> <li>• At least one over 18 year old</li> </ul>	<p>1:6 maximum ratio</p>

### Aim: to enable family group cycling

If families don't cycle, children don't cycle. So we developed Bikeability Family to help the whole family to get cycling.

Bikeability Family provides a tailored training package to help families cycle together. The Bikeability Trust have designed this guide in line with the National Standard for Cycle Training. The module **must** be bespoke, flexible and adapted for the needs of each family.

We don't define what a family should look like. Any group with at least **one over 18 year old and one under 18 year old** is eligible for this module. Participants do not need to live in the same household or be legally related.

The goals of each individual family **should** be determined before training begins. This information can be gathered informally, via observation or a verbal conversation, or a more formal questionnaire. The Bikeability Trust has provided **an easy to use template for guidance**. However, you may use any method, as long as this does not create a barrier to families wishing to participate in the module.

The duration of this module **must** be flexible and adapted to the needs of each individual family. Training should be for up to 3 hours, and training providers can choose when and how to deliver these hours.

### NATIONAL STANDARD ASSESSMENT CRITERIA

You **must** reinforce the core functions and systematic routines that underpin safe and responsible cycling and **must** base all delivery on the delivery guides. All assessments **must** be based on relevant National Standard assessment criteria. Riders **must** be able to cycle (i.e. Set off, pedal, slow down and stop) before starting this module.

All riders **must** demonstrate Bikeability Level 1 National Standard assessment criteria sufficiently before starting on-road cycle training.

Riders **must** be able to cycle (i.e. Set off, pedal, slow down and stop) prior to training. The course includes off-road and on-road cycle training.

Sessions **must** be flexible and adapted to the needs of each individual family. For example, families may prefer:

- evenings
- weekends
- after-school, including practicing the journey between home and school
- school holidays



ELEMENTS	ACTIVITIES	TIMING
Preparation	Registration, discussion of goals, cycle/clothing/helmet checks/fitting, route planning, group riding	n/a
Off road	Bikeability Level 1 training/assessment, moving groups practice, progression to Bikeability Level 2 if ready	Suggestion: 1 hour
On road	Bikeability Level 2 training, including Level 3 where appropriate, as part of a planned journey, self-assessment, instructor assessment and mentoring	Suggestion: 2 hours

## General guidance .....

The pace of progression is dependent on group size, age and ability. Some families **may** require additional training sessions before they can ride together as a group.

You **should** deliver the module with flexibility to respond to the needs of each family. You **should** focus teaching on the adults with responsibility for route planning and helping others in the group to cycle together.

It may be helpful to leave at least one week between sessions when confirming the registration, to allow the family to practice and consolidate learning.

There is no minimum age for participating under 18 year olds, provided each rider is able to cycle (i.e. set off, pedal, slow down and stop). At least one over 18 year old **must** be present at all times.

You **must**:

- deliver the module to the same National Standard assessment criteria used in all Bikeability and Bikeability Plus delivery
- pitch the module content to the whole family, including adults, many of whom will also be drivers and will understand many of the systematic routines involved in shared road use
- be prepared to address specific issues some participants may have about riding position, offering explanations with reference to the Highway Code, the National Standard and risk management.

You **should**:

- be flexible and adjust module timings after reviewing participants' baseline self-assessment against National Standard assessment criteria
- inform participants of other cycling opportunities in their area such as local cycling clubs, organised rides, challenges, cycle routes, etc.

## Course preparation .....

Upon registration for a course, it is important to talk to each family to determine their individual needs and goals. This information can be gathered informally, via observation or a verbal conversation, or a more formal questionnaire. You may wish to use the **easy to use template** created by the Bikeability Trust.

You **must** accurately ascertain the family's cycling ability prior to the start of the course. You **may** refer families to the Bikeability website. This includes information on cycle and helmet checks, clothing and other FAQs.

You **should** talk to each family about a route that they would like to include during their training. This may include journeys to school, parks, family or friends. You **must** review and risk assess the route and suggest alternatives where appropriate, and seek to include the most useful local infrastructure for on-road cycle training.



## Off-road

This session takes place in a traffic-free environment (e.g. tennis court, closed car park) that is accessible by the family. It involves practical cycle/clothes/helmet checks, Bikeability Level 1 training and assessment, moving groups practice, and feedback on the adult/s' pre-training self-assessment and planned route for on-road cycle training.

All family members **must** have sufficient cycle handling and moving groups skills before commencing on-road cycle training. Adults should be equipped with short verbal commands that all members of the group understand and follow. All members of the group will be required to demonstrate all Bikeability Level 1 National Standard assessment criteria apart from those who are under 18 years old, for whom the following 'Pedal' criteria **may** not be required:

- look behind over each shoulder while pedalling in a straight line
- pedal one handed in a straight line.

The family **should** practise what they have learned after completing off-road training and assessment.

## On-road

In this session the family **should** ride their planned route as a group. You **must** risk assess the route before the session commences and prepare alternative routes. The session **must** include all Bikeability Level 2, and **may** include some Bikeability Level 3, training activities. Depending on the family's progression, additional on-road training sessions may be required before the group is ready to ride together independently. You **must** focus feedback on the core functions and systematic routines to consolidate learning.

Whilst riding, you should not treat the family as a group of trainee riders, but you **must** instruct the lead family members(s) to shepherd the group themselves. Guidance on snaking and shepherding can be found on pages 8 and 9 of the Bikeability Delivery Guide. You **must** teach the principles of moving groups to the lead family member(s).

The principles for moving groups should be communicated to the lead family members(s) and practiced in a traffic free environment.

## Moving groups

If **two or more adults** are present:

- one adult remains at the front and another mostly at the rear, and should sit slightly to the right behind or beside the last rider, from where they can see the front adult and communicate with following drivers. They should ride to the head of the snake to manage the junction and wait until all riders have passed through before resuming their position at the rear.
- the lead adult must communicate in advance of each junction so that the rear adult knows the direction of travel. The route must be known in advance by both adults, and short verbal commands for the group agreed and practiced prior to riding.
- the other family members, including any other adults, follow the line of the front adult, do not overtake and do not signal (apart from the rear rider who may signal when the rear adult moves forward)
- riders must leave enough room between one another to avoid bumping into each other, however not enough room to allow a passing vehicle to fill the space.

If **one adult** is present:

Shepherding **must** be taught for moving a family in single or double 'snakes' with one adult. The shepherding adult is very mobile but should sit slightly to the right behind or beside the last rider, from where they can communicate to following drivers and to the whole family. When approaching junctions, the lead adult must move up alongside the first rider to check the junction ahead is clear and wait until all riders have passed through the junction before returning to their position at the rear

The family **should** practice what they have learned after completing on-road training and assessment.



## Mentoring and development planning

Towards the end of on-road training you **should** observe the family riding the planned route as a group independently. You **must** provide mentoring feedback on the observed performance of the group, identifying strengths and areas for improvement with regard to the core functions and systematic routines. You **should** agree actions for improvement with the family.

## Managing group dynamic

You will be working with children and parents/carers, and **must** be mindful of the dynamic that this creates. You **should** encourage the family to think as a team, working together collaboratively. You **should** engage the whole family to set ground rules for both adults and children, keeping training light, informative and enjoyable, building family trust and confidence through constructive concise and encouraging feedback. Each member of the family should be gently encouraged to actively participate in all aspects of training and discussion.

Bikeability instructors do not need additional training to deliver Bikeability Family training. However, training providers **should** arrange team meetings to discuss and prepare for training delivery, and seek CPD options.

## Inclusive guidance

- follow the inclusive guidance in the Bikeability delivery guide to ensure training and assessment are accessible and open to all.
- all types of cycle are suitable, including tagalongs and cargo cycles for carrying children, and cycles with child seats.
- in order to ensure people with SEND can participate, consider the use of different cycles, such as side by side cycles, tandems and tricycles.
- if infrastructure is included in the route, you should include its suitability for cycles being used as part of the site and route risk assessment.
- when working within a community where English isn't the first language, consider translating promotional leaflets and flyers into other languages.

## Sample questions

- how do you plan to cycle as a group?
- how confident do you feel about planning a route? What planning tools will you use?
- what kinds of trips do you make and what distances do you normally travel together?

- what would help you make some of these trips on a cycle?
- what are the four core functions and systematic routines and why do they matter?
- what are the main things riders can do to minimise risk when cycling on the road?
- how will you support others to improve their cycling?
- how do you know if your cycle is roadworthy?
- what would be good to bring with you on a ride?
- what riding rules will ensure you ride together well as a group?
- how would you tackle this junction?
- how confident do you feel about riding the routes you have planned?
- which parts of the route require new learning (if any)?
- which areas of the group's cycling practice need most development?

## Risk management

- riders are unable to demonstrate skills necessary to move onto the next part of training (instructor checks ability level at the start of the ride, and if necessary, considers signposting to other training)
- a rider has a mechanical issue (instructor fixes quickly if there is time, or has a plan to enable the group to return to base)
- a rider is injured during the ride (instructor follows the Bikeability provider's emergency procedure for responding to and reporting incidents, including taking details of anyone involved in an incident including witnesses)
- a driver gets angry at being held up (instructor maintains positive communication and avoids engaging in lengthy discussion or arguments)
- part of the planned route is closed (instructor has planned and risk assessed alternative routes)
- there is too much traffic, or the route feels hazardous due to driver speed in relation to the groups current cycling ability level. (Instructor plans and rides alternative routes at the same time of day as the training intervention takes place and chooses only realistic and appropriate routes)
- a rider disagrees with elements of the National Standard and Bikeability, such as the primary riding position (instructor explains Bikeability is based on the National Standard approved by the Department for Transport and published alongside other road-use national standards on the DVSA website, and provides rationale for the disputed element)
- a rider becomes tired (instructor looks out for signs of tiredness and ensures there are plenty of breaks).



**The Bikeability Trust**

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