

## PLEASE READ AND KEEP

# Track Rules EcoLocal Inclusive Cycling Sessions

**Before going on the track you must read and agree to the terms and conditions of track use, which are on display at the trackside. If you don't agree, don't ride!**

- Parents/carers/support workers remain responsible for those in their care



- Children must be supervised to use cycles



- You ride at your own risk



- The track is one way only – no U turns



- Wait for an instructor to tell you which bike to ride

- Do not ride any cycles unless you know how to stop the bike using the breaks



- Please ride considerately at all times
- Use the bell or your voice to tell others where you are



- Do not take a passenger unless the bike is designed for it and you have been told you can



- When you have finished with a bike, please return it to the blue area off the track, lined up with the other cycles.



- Please point out immediately any problems with your bike.
- Please respect our cycles. They are very expensive to repair and it is a shame to deprive others of the chance to ride them.



- Always listen to the Cycle Instructors and ask for help if you need it.
- Look after your bags and coats etc. Your personal items are your responsibility.

# Getting ready to cycle

## Wearing a cycle helmet

The protection a helmet provides depends on a good fit. It may be better to wear no helmet than an incorrectly fitted helmet.



### A helmet should:

- Fit snugly and comfortably around your head
- Sit low on your forehead, so you can see the edge of the brim when you look up
- Have no slack in the straps
- If you're not sure whether a helmet fits, ask a cycle instructor at the session.

### Other things to think about

- Tuck in any trousers or long skirts to keep them away from chains and wheels
- Wear shoes with at least a little grip so your feet don't slip on the pedals
- Keep hair out of your eyes while cycling. Do you need to tie it back?
- Most cycles do not have racks so you will not be able to carry your bag whilst cycling. Can you leave it at home or the office? You are responsible for all your own personal items at all times.

**EcoLocal Cycling Sessions cannot take responsibility for lost or stolen possessions**

# Information about the EcoLocal Cycling Project

This cycling project is run by EcoLocal, a registered charity based in Carshalton.

Current details about dates and times of the cycling sessions can be found on [www.ecolocalcycling.org.uk](http://www.ecolocalcycling.org.uk)

**Contact us on: 020 8404 1522 or [cycling@ecolocal.org.uk](mailto:cycling@ecolocal.org.uk)**

**Charges:** £5 per person using cycles. Carers are not charged. Please pay and register at the desk on the track before you use the cycles. Your payment is treated as a donation to the EcoLocal charity where it is used to help cover the cost of the cycling project.

**What you can expect: EcoLocal Cycle Instructors** will be available throughout the sessions to help you to use the cycles. They can be identified by their high visibility 'EcoLocal Cycle Instructor' vests and their badges. Please ask to speak to one of the Cycle Instructors once you have registered to ride. If the session is busy you may need to wait your turn for attention from an instructor, but please make yourself known to the instructor so that they know you are waiting for help.

Between 10am and 11am the Cycle Instructors will prioritise their time to help individuals who want to learn to ride two wheelers or regain confidence cycling.

Between 11am and 12noon Cycle Instructors will prioritise their time to help groups of people with disabilities to access cycles. Individuals are still welcome to ride during this time.

Other **Volunteers** may be on hand to assist the cycle instructors. **Trackside Supporters** may also be available to chat to or accompany you as you cycle round the track. Please note Volunteers and Trackside Supporters have different roles and are not all qualified to help you with the cycles. Please always ask a Cycle Instructor if you are not sure.

**Taking turns:** You may need to wait to take turns on cycles. If you need a specific cycle and somebody else is using it, and you are not getting a turn, please let the Cycle Instructor know.

**Bad weather:** Sessions may have to be cancelled at short notice due to snow, heavy frost or occasionally very heavy rain where this makes the track unsafe. We DO NOT cancel sessions in normal rain conditions. Phone the office to check.

**Opportunities to get involved:** If you are interested in helping at the EcoLocal cycle sessions as a Volunteer or Trackside Supporter please contact Tansy at EcoLocal to see what spaces are available. There are many different roles available, from cycle mechanics, to getting out bikes and welcoming people.

**How to make a complaint or compliment:** Either speak to one of the Cycle Instructors on the track or contact the EcoLocal office. We will respond within 15 working days.

**Safeguarding:** EcoLocal has a Safeguarding policy which is available on request. If you experience or see abuse please either speak to one of the EcoLocal Cycle Instructors (not Volunteers or Trackside Supporters) in confidence. Or phone EcoLocal and ask to speak to Tansy or Trevor.

**Data:** EcoLocal has a Data Protection policy which is available on request. We store your personal data securely and will not share this information with any other organisation unless you give us permission to do so.