

# 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 and take part in the cycle activity
- 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 EcoLocal Cycle Staff to tell you which bike to ride
- Do not ride any cycles unless you know how to stop the bike using the brakes
- Please ride considerately at all times
- Look behind you before pulling out onto the track.
- Ride on the inner lanes when passing the cycle parking area
- Do not ride faster than is safe
- 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 sanitising zone.
- Please tell a cycle instructor immediately if you have 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 Staff and ask for help if you need it.



# 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 – card or exact cash. Carers are not charged. Please pay and register at the desk on the track before you use the cycles. Your payment goes straight to the EcoLocal charity where it is used to help cover the cost of the cycling project.

**What you can expect:** EcoLocal Cycle Staff will be available throughout the sessions to help you to use the cycles. They can be identified by their high visibility 'EcoLocal Cycle Staff' 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.

Other **Volunteers and Trackside Supporters** may be on hand to assist the cycle instructors, 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 Staff 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:** We DO NOT cancel sessions in normal rainy conditions. Sessions may have to be cancelled at short notice due to snow, heavy frost, extreme high winds or occasionally very heavy rain where this makes the track unsafe. 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 [info@ecolocal.org.uk](mailto:info@ecolocal.org.uk) to see what spaces are available. There are many different roles available, from helping get bikes out, to cycle mechanics, 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 or neglect 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.

EcoLocal, The Lodge, Honeywood Walk, Carshalton SM5 3NX  
Tel: 020 8404 1522 E-mail: [info@ecolocal.org.uk](mailto:info@ecolocal.org.uk) [www.ecolocal.org.uk](http://www.ecolocal.org.uk)



EcoLocal is the working name of the CEI Registered Company No. 4137305  
Registered Charity No. 1087782

# 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**