

## Bikeability delivery guides: Covid-19 addenda for financial year 2020/21

11 June 2020

### Government Covid-19 guidance for schools and implications for Bikeability delivery

On 11 May 2020, government published *Coronavirus (COVID-19): implementing protective measures in education and childcare settings*. This guidance has substantial implications for Bikeability delivery, resulting in changes to Bikeability course ratios, timings and delivery practices. The government's guidance is published [here](#).

The *Bikeability Delivery Guide* and *Bikeability Plus Delivery Guide* have been updated in line with the government's guidance to make delivery with physical distancing as safe as possible, reduce the risk of Covid-19 transmission, and provide assurance to schools and parents/carers. The updated guides will be kept under review as new government guidance becomes available.

**When cycle training is permitted during financial year 2020/21 (until further notice), registered Bikeability providers and instructors must follow the advice presented in Table 1 below, and follow the updated sections of the *Bikeability Delivery Guide* and *Bikeability Plus Delivery Guide* presented in Table 2 and Table 3 below.**

The text in Table 2 and Table 3 is also presented in comments throughout the updated *Bikeability Delivery Guide* and *Bikeability Plus Delivery Guide* (May 2020) [add links].

**Table 1. Covid-19 advice for registered Bikeability providers and instructors**

Government guidance sections	Implications for Bikeability delivery
<b>Background</b>	<ol style="list-style-type: none"> <li>1. Bikeability Plus modules are aimed at primary school pupils and parents/carers, including Bikeability Balance for pupils in Reception and Year 1</li> <li>2. Bikeability Level 1 is aimed at pupils in Year 4 and below</li> <li>3. Bikeability Level 2 (and combined Level 1 and 2) is aimed at children in school years 5 – 6 inclusive</li> <li>4. Bikeability Level 3 aimed at pupils in Year 6 and above</li> </ol>
<b>Effective infection protection and control</b>	<ol style="list-style-type: none"> <li>5. Instructors work directly with pupils</li> <li>6. Measures are required to prevent direct and indirect Covid-19 transmission during training</li> <li>7. <b>Instructors must not</b> deliver training if they have Covid-19 symptoms, or have someone in their household who does</li> </ol>

	<p>8. <b>Instructors must</b> wash their hands thoroughly or use alcohol hand rub or sanitiser</p> <p>9. <b>Instructors must</b> supervise alcohol hand rub or sanitiser use by riders during training</p> <p>10. <b>Instructors must</b> practice good respiratory hygiene (i.e. cough into a tissue, elbow if not possible, sanitise hands afterwards, safe disposal of tissues, straight into a bag for disposal later), supervise riders' respiratory hygiene during training, and carry tissues for riders to use</p> <p>11. <b>Instructors must</b> minimise contact with pupils, and mixing pupils in different groups</p> <p>12. <b>Instructors may</b> need to adjust training session plans to achieve this</p>
<b>Personal protective equipment (PPE) including face coverings and face masks</b>	<p>13. Instructors and pupils are not required to wear face coverings</p> <p>14. <b>Schools must</b> confirm to Bikeability providers before training commences if instructors are required to use PPE during training</p> <p>15. <b>Schools must</b> advise Bikeability providers what instructors should do if a pupil becomes unwell with symptoms of Covid-19 during training</p> <p>16. <b>Instructors must</b> follow the school's advice as communicated by their Bikeability provider on what to do if a pupil becomes unwell during training</p> <p>17. <b>Bikeability providers must</b>, if specified by the school, procure appropriate PPE (e.g. face masks, gloves, aprons and eye protection) should direct personal care for unwell pupils be required</p> <p>18. <b>Instructors must</b>, if advised by their Bikeability provider, use the PPE specified by the school should direct personal care for unwell pupils be required</p>
<b>Shielded and clinically vulnerable children and young people</b>	<p>19. <b>Schools must</b> confirm to Bikeability providers if any clinically vulnerable children at higher risk of severe illness from Covid-19 are to be trained before the training commences</p>
<b>Shielded and clinically vulnerable adults</b>	<p>20. <b>Bikeability providers must</b> ensure extremely vulnerable instructors do not deliver Bikeability (those with serious underlying health conditions which put them at a very high risk of severe illness and have been advised by their clinician or through a letter)</p> <p>21. <b>Instructors may</b> deliver Bikeability if they are clinically vulnerable (but not clinically extremely vulnerable) and therefore at higher risk of severe illness (for example, people with some pre-existing conditions as set out in the <a href="#">'Staying at home and away from others (social distancing) guidance.'</a></p>
<b>Living with a shielded or clinically vulnerable person</b>	<p>22. <b>Schools must</b> confirm to Bikeability providers if any pupil registered for training is living with someone who is extremely clinically vulnerable, that they understand fully the stringent physical distancing requirements and are capable of following those instructions, before training commences</p> <p>23. <b>Instructors must</b> take special care to ensure physical distancing requirements for these pupils are met</p>
<b>Class or group sizes</b>	<p>24. <b>Bikeability providers must</b> plan delivery based on reduced course ratios</p> <p>25. <b>Schools may</b> provide a member of staff to accompany pupils during training</p> <p>26. <b>Instructors must</b> work in pairs when delivering on-road training to enable groups of riders to be moved individually and safeguard riders at all times</p> <p>27. <b>Instructors must</b> adopt the hierarchy of measures set out in the guidance to lower the risk of transmission during training:</p> <ul style="list-style-type: none"> <li>• avoiding contact with anyone with symptoms</li> <li>• frequent hand cleaning and good respiratory hygiene practices</li> <li>• regular cleaning of equipment</li> <li>• minimising contact and mixing</li> </ul> <p>28. <b>Instructors must</b> keep pupils at least two metres apart at all times during training</p>

	<p>29. <b>Instructors must</b> maintain at least two metres distance from riders at all times during training unless an accident, injury or illness occurs</p> <p>30. <b>Bikeability providers must</b> confirm to schools that training cohorts are half their normal size (consistent with halving class sizes) when booking training</p>
<b>Planning and organising</b>	<p>31. <b>Bikeability providers must</b> update their generic risk assessment, site-specific risk assessment, health and safety policy and emergency procedures documents submitted at their last registration renewal instance in the light of current government advice, including identifying measures to prevent the transmission of the Covid-19, before booking any training with schools</p> <p>32. <b>Instructors must</b> record the protective measures they will implement to prevent the transmission of the Covid-19 when conducting site risk assessments, including cycle storage/retrieval, moving groups and training delivery with physical distancing, and provide their risk assessments to the school before training commences</p> <p>33. <b>Bikeability providers must</b> plan Bikeability course sessions, taking account of halved cohort sizes and protective measures, and confirm course outline with the school before training commences</p> <p>34. <b>Bikeability providers must</b> ensure instructors have sufficient time to assess risks and implement control measures, including cleaning cycles and equipment used in training</p> <p>35. <b>Bikeability providers must</b> ensure Bikeability course session plans are informed by and consistent with the control measures adopted by the school before training commences</p> <p>36. <b>Bikeability providers must</b> agree with the school practical arrangements for visiting the school, moving pupils and storing/accessing cycles, before training commences</p>
<b>When open</b>	<p>37. <b>Instructors must</b> keep training cohorts together, ensure pupils are in the same groups at all times and not mix pupils from different groups before, during or after training</p> <p>38. <b>The same instructors must</b> stay with the same training cohort at all times throughout the Bikeability course, and not mix with other training cohorts or instructors</p> <p>39. <b>Instructors must</b> clean hired/provider-supplied cycles and equipment that riders use before training commences, and not share cycles or equipment between different training cohorts or instructors unless they are thoroughly clean before they are shared unless among members of the same household</p> <p>40. <b>Instructors must</b> frequently wash their hands (or use alcohol based hand cleaner or sanitiser), clean their hands on arrival at the school, before and after eating, after sneezing and coughing, not touch their mouths, eyes and nose, use a tissue or elbow to cough or sneeze into and use bins for tissue waste, help children who have trouble cleaning their hands independently, incorporate regular hand cleaning into training sessions, clean all training equipment (including tabards if used) thoroughly at the end of each day</p>
<b>Will contact tracing be in place in educational and childcare settings?</b>	<p>41. <b>Schools must</b> inform Bikeability providers if someone at the school tests positive for Covid-19</p> <p>42. <b>Bikeability providers must</b> inform host schools if a visiting instructor develops symptoms or tests positive for Covid-19</p> <p>43. <b>Instructors must</b> inform their Bikeability provider if they develop symptoms or test positive for Covid-19</p>
<b>What happens if someone becomes unwell at an educational or childcare setting?</b>	<p>44. <b>Instructors must</b> stop training if a child becomes unwell during training, notify the school and their Bikeability provider immediately, ensure they and the other pupils maintain at least two metres distance from the unwell pupil (or put on PPE if the pupil requires assistance from the instructor), and</p>

	<p>continue training the other pupils after a teacher has arrived to take the unwell pupil back to school</p> <p>45. <b>Instructors must</b> stop training if they become unwell during training, notify the school and their Bikeability provider immediately, maintain at least two metres distance from the pupils they have been training, and return home after another instructor has arrived to take the pupils back to school</p>
<b>What happens if there is a confirmed case of Covid-19 in a setting?</b>	<p>46. <b>Schools must</b> inform Bikeability providers if someone at the school tests positive for Covid-19</p> <p>47. <b>Bikeability providers</b> must provide instructor contact details if requested for contact tracing should a member of the school community test positive for Covid-19</p>
<b>Should educational settings ask parents to report pupils' temperatures at the start of each day?</b>	<p>48. <b>Schools must</b> confirm to Bikeability providers that no one at the school has tested positive for Covid-19 before instructors are sent to the school</p> <p>49. Instructors are not required to record pupils' temperatures at any time before, during or after training</p>
<b>Will teachers and other staff be able to get tested if they have symptoms?</b>	<p>50. <b>Schools must</b> confirm to Bikeability providers that no one at the school has tested positive for Covid-19 before instructors are sent to the school</p> <p>51. <b>Schools must</b> inform Bikeability providers if someone at the school tests positive for Covid-19</p>

**Table 2. Bikeability Delivery Guide Covid-19 updated text**

<b>Delivery Guide sections</b>	<b>Additional text inserted in comments</b>
<b>Cover</b>	<p>UPDATED COVID-19 GUIDANCE</p> <p>It may be necessary to scroll down to see full comments [in the <i>Guide</i>].</p> <p>Registered Bikeability providers and instructors must use this updated Bikeability Delivery Guide when delivering cycle training during financial year 2020/21.</p> <p>The Guide has been updated in line with government's current guidance for schools 'Coronavirus (COVID-19): implementing protective measures in education and childcare settings (11 May 2020):</p> <p><a href="https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings">https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</a></p> <p>The updated Guide and the government's published guidance should be read alongside the Bikeability Trust's guidance document 'Bikeability delivery guides: Covid-19 addenda for financial year 2020/21' (May 2020).</p> <p>DATE 02/06/20</p>
<b>Introduction</b>	<p><b>Principles</b> (p. 5)</p> <ul style="list-style-type: none"> <li>Realistic cycle training requires instructors and riders to maintain at least two metres distance from pedestrians and riders and not cycle in others slipstream unless members of the same household.</li> </ul> <p><b>Practices</b> (p. 5)</p>

	<ul style="list-style-type: none"> <li>• Instructors must speak clearly and loudly to ensure all riders can hear what they say while maintaining at least two metres distance from the instructor, each other, other riders and pedestrians.</li> <li>• Instructors must ensure they maintain at least two metres distance from other instructors, riders and pedestrians when demonstrating.</li> </ul> <p><b>Planning sessions</b> (p. 6)</p> <ul style="list-style-type: none"> <li>• Flexibility in planned Bikeability courses is likely to be required in order to meet the requirements of physical distancing.</li> </ul> <p><b>Pre-course preparation</b> (p. 6)</p> <ul style="list-style-type: none"> <li>• Bikeability providers must update the generic and site- and route-specific risk assessment documents uploaded at their last registration renewal instance and communicate these to instructors. They must include protective measures to prevent the transmission of Covid-19 in line with current government guidance. Instructors must complete updated site- and route-risk assessments including cycle storage/retrieval, moving groups and training delivery with physical distancing. When delivering Bikeability for schools, these must be provided to schools before training commences.</li> <li>• Bikeability providers must update the health and safety and emergency procedures uploaded at their latest registration renewal instance and communicate these to instructors. When delivering Bikeability for schools, providers and schools must confirm what instructors are expected to do should a rider become unwell and display Covid-19 symptoms during training. This may require procurement and distribution of PPE to instructors. Instructors must follow the health and safety and emergency procedures communicated by their Bikeability provider, including use of PPE if required by the school.</li> <li>• Bikeability providers must update their consent letters to confirm cycle training will be delivered in line with current Covid-19 government guidance for schools. Parents/carers must accept responsibility for the risk of transmission of Covid-19 to their child, complete a thorough bike check, notify school of sanitiser allergies, and identify vulnerable children and children living with vulnerable adults. When delivering Bikeability for schools, Bikeability providers must either arrange with schools for consent to be recorded and communicated electronically, or provide instructors with gloves for handling paper consent forms (gloves to be disposed securely after consents have been recorded).</li> <li>• Parents/carers may use online resources developed by the Bikeability Trust to assess their child's current cycling ability to Bikeability training providers when consenting to their child participating in training to maximise value for money particularly for small group sizes.</li> <li>• When delivering Bikeability for schools, schools must confirm to Bikeability providers if any clinically vulnerable children at higher risk of severe illness from Covid-19 are have been registered for training. Schools must confirm to Bikeability providers if any pupil registered for training is living with someone who is extremely clinically vulnerable, that they fully understand the stringent physical distancing requirements and are capable of following those instructors.</li> <li>• Instructors must ensure cycles are either not shared between riders, or thoroughly cleaned before they are moved from one rider to another unless members of the same household. Instructors must either use hand sanitiser or wear gloves or use hand sanitiser if making adjustments to or cleaning cycles. Gloves must be changed and disposed after each cycle has been adjusted or cleaned unless members of the same household.</li> <li>• Any cycles or equipment supplied by the provider must be cleaned before riders use them. Equipment must not be shared between different training cohorts or instructors. Training tabards supplied by the Bikeability provider must be washed</li> </ul>
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	<p>thoroughly before they are used by each rider, and must not be used by more than one rider unless members of the same household.</p> <ul style="list-style-type: none"> <li>• Instructors must not provide helmets / hats / gloves / waterproofs, and must not permit these to be shared between riders unless washed thoroughly before use or shared by members of the same household.</li> </ul> <p><b>Active learning</b> (p. 6)</p> <ul style="list-style-type: none"> <li>• Instructors must ensure riders maintain at least two metres distance and do not cycle in others slipstream unless members of the same household.</li> </ul> <p><b>Riding position</b> (p. 7)</p> <ul style="list-style-type: none"> <li>• Riders must adjust their riding position to maintain at least two metres apart from the instructor, other riders and pedestrians at all times during training unless members of the same household.</li> </ul> <p><b>Demonstrations</b> (p. 7)</p> <ul style="list-style-type: none"> <li>• Instructors must ensure they maintain at least two metres apart from other instructors, riders and pedestrians at all times during demonstrations.</li> </ul> <p><b>Managing groups</b> (p. 7)</p> <ul style="list-style-type: none"> <li>• Instructors must set ground rules that include all participants maintaining physical distance of at least two metres and not cycling in others slipstream unless members of the same household. They must stop training if this is not observed.</li> </ul> <p><b>Moving groups</b> (p. 8)</p> <ul style="list-style-type: none"> <li>• Instructors must maintain at least two metres distance between riders and avoiding riding in others slipstream when moving groups unless members of the same household. Children must not be moved in a snake or shepherded because these methods of moving groups increase the likelihood of contravening physical distancing rules. Children should cycle independently between school and training sites supported by two instructors, and only where this cannot be done should they be walked. When cycling independently, the first instructor must demonstrate starting and stopping an on-road journey to all riders then cycle to a destination and stop in sight of the second instructor and all riders. The second instructor then sets off each rider in turn to cycle independently to the first instructor. Instructors must clearly identify spaces at least two metres apart for riders to wait before starting off and after stopping unless members of the same household.</li> <li>• Maximum ratios on page 12 must be adopted.</li> </ul> <p><b>Managing risk</b> (p. 10)</p> <ul style="list-style-type: none"> <li>• Instructors must include the risks and mitigating measures for not maintaining two metres distance between riders and cycling in others slipstream in their risk assessments of training sites and routes.</li> <li>• Instructors' duty of care must align with current government guidance. Bikeability providers should avoid using paper documents for consent, registers, risk assessments, incidents and recording progress. Parents/carers should inform Bikeability providers (via schools where appropriate) about riders' cycling abilities and relevant health issues before training commences.</li> <li>• Instructors must not deliver any training indoors, where the risk of transmission is higher.</li> </ul> <p><b>Inclusive delivery</b> (p. 10)</p> <ul style="list-style-type: none"> <li>• When delivering Bikeability for schools, Bikeability providers must check with the school when booking training to confirm if instructors will require PPE to train any rider. Schools must confirm to Bikeability providers if any clinically vulnerable children at higher risk of severe illness from coronavirus are to be trained when the training is booked. Schools must confirm to Bikeability providers if any rider registered for training is living with someone who is extremely clinically vulnerable, and that they understand fully the stringent physical distancing requirements and are capable of following those instructions. Instructors must implement stringent physical distancing requirements for these riders.</li> </ul>
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	<p><b>Bikeability awards</b> (p. 11)</p> <ul style="list-style-type: none"> <li>At the end of Bikeability delivery for schools, Bikeability providers must place the completed award materials in a sealed package for the school to award to participating riders after sufficient time has elapsed to prevent transmission of the virus.</li> </ul> <p><b>Course ratios</b> (p. 12)</p> <ul style="list-style-type: none"> <li>The following ratios must be used unless riders are members of the same household: Level 1, 1:6 maximum; Level 2, 2:6 maximum; Level 3, 2:4 maximum unless riders. When delivering Bikeability for schools, a member of school staff may be present during training at all levels. When delivering on-road training, instructors must work in pairs when moving groups and remain in sight of each other at all times. For all training, at least one instructor must be fully qualified (1st4sport Level 2 award or NSIQ).</li> </ul> <p><b>Course timings</b> (p. 12)</p> <ul style="list-style-type: none"> <li>Level 1 course timing remains 2 hours, but not all riders may not require the full 2 hours to demonstrate all Level 1 National Standard assessment criteria. Level 2 course timing are 5 hours at 2:6 maximum ratio, and 2 hours at 2:2 and 2:4 ratios. Level 3 course timings remain unchanged.</li> </ul>
<b>Bikeability Level 1</b>	<ul style="list-style-type: none"> <li>Unless riders are members of the same household, Bikeability Level 1 must be delivered with a maximum ratio of 1:6 to allow sufficient space for physical distancing unless all riders are members of the same household. When delivering Bikeability for schools, a member of school staff may be present at all times. At least one instructor must be fully qualified (1<sup>st</sup>4sport Level 2 award or NSIQ). If a school site is particularly small, instructors may consider running two sessions with three riders lasting one hour each. Instructors should run the course as normal but must maintain two metres distance between riders and ensure they do not cycle in others slipstream unless members of the same household. Instructors must ensure places where riders wait, start, ride, stop and return are clearly identified. This must be enforced stringently during training. Training must stop if riders do not observe this.</li> </ul> <p><b>Activity 1.1A</b> (pp. 13-14)</p> <ul style="list-style-type: none"> <li>Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. They should demonstrate fastening their own helmet and advise riders on how to fasten their helmets while maintaining this distance, if helmets are used. They must check riders' helmet fastening visually from this distance. Should a rider require assistance, the instructor may make adjustments to the rider's helmet when it is not being worn, using gloves that are only used for that helmet and disposed immediately or hand sanitiser. Assistance may be provided when the helmet is being worn only by a member of the rider's household.</li> <li>Apart from members of the same household, riding assistants must maintain at least two metres distance at all times from the riders they assist. Where this is not possible, riding assistants must be supplied with appropriate PPE.</li> <li>Unless members of the same household, riders must maintain at least two metres distance at all times during training. There must be no physical contact, and they must not help others fit clothes, accessories or helmets.</li> </ul> <p><b>Activity 1.1B</b> (p. 13)</p> <ul style="list-style-type: none"> <li>Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. They should demonstrate checking their own cycle and advise riders on how to check their cycles while maintaining this distance. Riders' cycles should be checked visually from this distance. Should a rider require assistance, the instructor may make adjustments to their cycle when it is not being held by the rider, using gloves that are only used for that cycle and disposed of</li> </ul>



	<p>immediately or hand sanitiser. Only a member of the rider's household can check their cycle when it is being held by the rider.</p> <ul style="list-style-type: none"> <li>• Unless members of the same household, riders must maintain at least two metres distance at all times during training. There must be no physical contact, and they must not check others cycles.</li> <li>• Unless members of the same household, if a rider is instructing another person on what to check on their cycle, the rider must maintain at least two metres distance at all times from the other person, who must wear gloves during the check and dispose of them immediately or use hand sanitiser.</li> </ul> <p><b>Activity 1.2A</b> (pp. 15-16)</p> <ul style="list-style-type: none"> <li>• Riders must maintain at least two metres distance from the instructor and each other and avoid cycling in others slipstream unless members of the same household.</li> <li>• Hazards must include not maintaining two metres distance from other participants and cycling in others slipstream unless members of the same household.</li> <li>• Unless members of the same household, riding assistants must maintain at least two metres distance from the riders they assist. Where this is not possible, riding assistants must be provided with appropriate PPE.</li> <li>• Unless members of the same household, riders should not share a tandem with another rider. Where this is not possible, their riding buddy must be provided with appropriate PPE.</li> <li>• Instructors must set ground rules that include all participants maintaining physical distance of at least two metres and not cycling in others slipstream unless members of the same household. They must stop training if this is not observed.</li> </ul> <p><b>Activity 1.2B</b> (pp. 16-17)</p> <ul style="list-style-type: none"> <li>• Unless members of the same household, riders must maintain at least two metres distance from pedestrians and other riders and avoid cycling in others slipstream.</li> <li>• Unless members of the same household, riders should not share a tandem with another rider. Where this is not possible, their riding buddy must be provided with appropriate PPE.</li> <li>• Instructors must ensure riders maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household.</li> </ul> <p><b>Suggested circuits and drills</b> (p. 17)</p> <ul style="list-style-type: none"> <li>• Instructors must clearly identify starting, stopping and waiting places for riders, and set ground rules that include all participants maintaining physical distance of at least two metres and avoid cycling in others slipstream, unless members of the same household. They must stop training if this is not observed.</li> </ul>
<b>Bikeability Level 2</b>	<ul style="list-style-type: none"> <li>• Unless riders are members of the same household, Bikeability Level 2 must be delivered with a maximum instructor: rider ratio of 2:6 to allow sufficient space for physical distancing unless all riders are members of the same household. Level 2 course timing: 5 hours. When Bikeability is delivered for schools, instructors must work in pairs, and a member of school staff may be present at all times. For all training, at least one instructor must be fully qualified (1<sup>st</sup>4sport Level 2 award or NSIQ).</li> <li>• Instructors must ensure riders have demonstrated the National Standard assessment criteria for all Level 1 training activities before they commence Level 2 training.</li> <li>• Instructors must ensure they and the riders maintain at least two metres distance from instructors, each other, other riders and pedestrians unless members of the same household. Instructors may need to stand in the road when talking to riders in a group to maintain this distance.</li> <li>• Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least</li> </ul>



	<p>two metres distance and avoid cycling in others slipstream unless members of the same household.</p> <ul style="list-style-type: none"> <li>Riders must maintain at least two metres distance from pedestrians and other riders and avoid cycling in others slipstream unless members of the same household.</li> </ul> <p><b>Activity 2.1A</b> (p. 20)</p> <ul style="list-style-type: none"> <li>Riders must identify and respond to hazards presented by pedestrians and other riders who may not maintain at least two metres distance. Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least two metres distance at all times, and avoid cycling in others slipstream unless members of the same household.</li> <li>In their introduction, instructors must include the hazard presented by other road users who may not maintain at least two metres distance from riders.</li> <li>Instructors must ensure riders are aware of the hazard they present to each other and other road users if they do not maintain at least two metres distance.</li> </ul> <p><b>Activity 2.1B</b> (p. 21)</p> <ul style="list-style-type: none"> <li>Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least two metres distance, and avoid cycling in others slipstream unless members of the same household.</li> <li>Instructors must ensure riders understand the hazard they present to other road users if they do not control their cycle and maintain at least two metres distance.</li> <li>Unless members of the same household, riders should not share a tandem or wheelchair cycle with another rider. Where this is not possible, their riding buddy must be provided with appropriate PPE.</li> <li>Instructors must set ground rules that include all participants maintaining physical distance of at least two metres and not cycling in others slipstream unless members of the same household. They must stop training if this is not observed.</li> </ul> <p><b>Activity 2.1C</b> (pp. 22-24)</p> <ul style="list-style-type: none"> <li>Instructors and riders may need adapt riding positions in order to maintain at least two metres distance from pedestrians and other riders. Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household.</li> <li>When passing slower moving riders, riders must maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household.</li> <li>When using cycling infrastructure, riders must maintain at least two metres distance and avoid riding in others slipstream unless members of the same household.</li> <li>When considering using cycling infrastructure, riders must consider the need to maintain at least two metres distance and avoid cycling in others slipstream.</li> <li>Apart from members of the same household, riding assistants must maintain at least two metres distance from the riders they assist. Where this is not possible, riding assistants must be provided with appropriate PPE.</li> <li>Instructors should include questions about passing pedestrians and slower-moving riders while maintaining at least two metres distance and avoiding cycling in others slipstream.</li> </ul> <p><b>Activity 2.1D</b> (pp. 25-26)</p> <ul style="list-style-type: none"> <li>Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household.</li> </ul> <p><b>Activity 2.2B</b> (pp. 27-28)</p>
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	<ul style="list-style-type: none"> <li>• Apart from members of the same household, riding assistants must maintain at least two metres distance at all times from the riders they assist. Where this is not possible, riding assistants must be provided with appropriate PPE. <b>Activity 2.2C</b> (pp. 28-29)</li> <li>• Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least two metres distance at all times, and avoid cycling in others slipstream unless members of the same household. <b>Activity 2.3A</b> (pp. 30-31)</li> <li>• Instructors must identify places for riders to start, stop and wait that are at least two metres apart. Instructors must ensure riders set off individually, maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household.</li> <li>• Apart from members of the same household, riding assistants must maintain at least two metres distance at all times from the riders they assist. Where this is not possible, riding assistants must be provided with appropriate PPE.</li> </ul>
<b>Bikeability Level 3</b>	<ul style="list-style-type: none"> <li>• Unless riders are members of the same household, Bikeability Level 3 must be delivered with a maximum instructor: rider ratio of 2:4 to allow sufficient space for physical distancing unless all riders are members of the same household. When Bikeability is delivered for schools, instructors must work in pairs, and a member of school staff may be present at all times. For all training, at least one instructor must be fully qualified (1<sup>st</sup>4sport Level 2 award or NSIQ).</li> <li>• Instructors must ensure riders have demonstrated the National Standard assessment criteria for all Level 2 training activities before they commence Level 3 training.</li> <li>• Instructors and riders must maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household.</li> <li>• When using cycling infrastructure, riders must maintain at least two metres distance and avoid riding in others slipstream unless members of the same household.</li> <li>• When cycling with others, riders must maintain at least two metres distance and avoid cycling in others slipstream unless members of the same household. <b>Activity 3.1B</b> (p. 34)</li> <li>• When sharing the road with others, riders must maintain at least two metres distance and avoid riding in others slipstream unless members of the same household. <b>Activity 3.2A</b> (pp. 35-37)</li> <li>• When passing slower moving cycles, riders must maintain at least two metres distance and avoid riding in others slipstream unless members of the same household.</li> <li>• When using cycling infrastructure, riders must maintain at least two metres distance and avoid riding in others slipstream unless members of the same household.</li> <li>• Unless members of the same household, riders should not share a tandem with another rider. Where this is not possible, their riding buddy must be provided with appropriate PPE.</li> <li>• Riders must consider if cycling infrastructure allows them to maintain at least two metres distance and avoid riding in others slipstream unless members of the same household. <b>Activity 3.2B</b> (pp. 38-40)</li> <li>• Cooperation and respect for other road users requires riders to maintain at least two metres distance from pedestrians and other riders and avoid riding in others slipstream unless members of the same household.</li> <li>• When riding with others, riders must maintain at least two metres distance and avoid riding in others slipstream unless members of the same household.</li> </ul>

**Table 3. *Bikeability Plus Delivery Guide* Covid-19 updated text DRAFT DATE 02/06/20**

<b><i>Delivery Guide</i> sections</b>	<b>Additional text inserted in comments</b>
<b>Cover</b>	<p>UPDATED COVID-19 GUIDANCE</p> <p>It may be necessary to scroll down to see full comments [in the <i>Guide</i>].</p> <p>Registered Bikeability providers and instructors must use this updated Bikeability Delivery Plus Guide when delivering cycle training during financial year 2020/21.</p> <p>The Guide has been updated in line with government's current guidance for schools 'Coronavirus (COVID-19): implementing protective measures in education and childcare settings (11 May 2020):</p> <p><a href="https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings">https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings</a></p> <p>The updated Guide and the government's published guidance should be read alongside the Bikeability Trust's guidance document 'Bikeability delivery guides: Covid-19 addenda for financial year 2020/21' (May 2020).</p> <p>DATE 02/06/20</p>
<b>Introduction</b> (pp. 1-2)	<ul style="list-style-type: none"> <li>• Bikeability providers and instructors must read the updated <i>Bikeability Delivery Guide</i> (May 2020) before planning, delivering and quality assuring Bikeability Plus modules.</li> </ul> <p><b>Module timings and ratios</b></p> <ul style="list-style-type: none"> <li>• The following modules involve group rides or group events and are not permitted: <ul style="list-style-type: none"> <li>○ Bikeability Bus</li> <li>○ Bikeability Promotion</li> <li>○ Bikeability Recycled</li> <li>○ Bikeability Ride</li> <li>○ Bikeability Transition</li> </ul> </li> <li>• The following modules must be delivered with these specified ratios: <ul style="list-style-type: none"> <li>○ Bikeability Balance - 1:6 maximum, 6 maximum participants</li> <li>○ Bikeability Fix - 1:3 maximum, 6 maximum participants</li> <li>○ Bikeability Learn to Ride - 1:2 maximum, 4 maximum participants</li> <li>○ Bikeability On Show - see updated <i>Bikeability Delivery Guide</i> (May 2020)</li> <li>○ Bikeability Parents - see updated <i>Bikeability Delivery Guide</i> (May 2020)</li> </ul> </li> </ul> <p>When delivering these modules for schools, a member of school staff may be present during training and at least one instructor must be fully qualified (1st4sport Level 2 award or NSIQ).</p>
<b>Bikeability Balance</b> (pp. 3-5)	<ul style="list-style-type: none"> <li>• 1:6 maximum with 6 maximum participants and a member of school staff may be present at all times.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. They should demonstrate fastening their own helmet and advise riders on how to fasten their helmets while maintaining this distance, if helmets are used. They must check riders' helmet fastening visually from this distance. Should a rider require assistance, the instructor may make adjustments to the rider's helmet when it is not being worn, using either hand</li> </ul>

	<p>sanitiser or gloves that are only used for that helmet and disposed immediately. Assistance may be provided when the helmet is being worn only by a member of the rider's household.</p> <ul style="list-style-type: none"> <li>• Bikeability Balance must only be delivered outside. No indoor training is permitted.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. They should demonstrate checking their own helmet fit and advise riders on how to check their helmet fit while maintaining this distance. Should a rider require assistance, the instructor may make adjustments to the rider's helmet when it is not being worn, using either hand sanitiser or gloves that are only used on that helmet and disposed immediately. Assistance may be provided when the helmet is being worn only by a member of the rider's household.</li> <li>• Instructors must not have any physical contact with riders, and must maintain at least two metres distance at all times. They must check all riders' cycles, including fitting, visually from this distance. The instructor may make adjustments to the cycle if required when it is not being held by its rider, using either hand sanitiser or gloves that are only used on that cycle and disposed immediately. Only members of the rider's household may make adjustments to their cycle while it is being held by the rider.</li> <li>• Unless members of the same household, riders must maintain at least two metres distance at all times during training. There must be no physical contact, and they must not check others clothing and accessories or fit others helmets.</li> <li>• Instructors must have no physical contact with riders, must maintain at least two metres distance at all times. Should a rider require assistance, the instructor may make adjustments to their cycle or helmet when it is not being held or work by the rider, using either hand sanitiser or gloves that are only used for that rider and disposed immediately. Only a member of the rider's household can check their cycle or helmet when it is being held or worn by the rider.</li> <li>• Instructors must ensure riders maintain at least two metres distance from other participants and do not cycle in others slipstream unless members of the same household.</li> <li>• Hazards must include not maintaining two metres distance from other participants and cycling in others slipstream unless members of the same household.</li> <li>• Instructors must ensure riders maintain at least two metres distance from other participants and do not cycle in others slipstream unless members of the same household.</li> <li>• <i>Follow the leader/chase the instructor</i> - This game involves group riding and is not permitted.</li> <li>• <i>Delivery rider</i> - This game involves sharing equipment and is not permitted.</li> </ul>
<b>Bikeability Bus</b> (pp. 5-6)	<ul style="list-style-type: none"> <li>• This module involves group rides and is not permitted.</li> </ul>
<b>Bikeability Fix</b> (pp. 7-9)	<ul style="list-style-type: none"> <li>• 1:3 maximum with 6 maximum participants and a member of school staff may be present at all times.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Should a rider require assistance, the instructor may make adjustments to their cycle when it is not being held by the rider, using gloves that are only used for that cycle and disposed immediately. Only a member of the rider's household can check their cycle when it is being held by the rider.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Riders' cycles should be checked visually from this distance. Should a rider require assistance, the instructor may make adjustments to their cycle when it is not being held by the rider, using gloves that are only used for that cycle and disposed immediately. Only a member of the rider's household can check their cycle when it is being held by the rider.</li> </ul>

	<ul style="list-style-type: none"> <li>• Unless members of the same household, if a rider is instructing another person on what to check on their cycle, the rider must maintain at least two metres distance at all times from the other person, who must wear gloves during the check and dispose of them immediately.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Riders' cycles should be checked visually from this distance. Should a rider require assistance, the instructor may make adjustments to their cycle when it is not being held by the rider, using gloves that are only used for that cycle and disposed immediately. Only a member of the rider's household can check their cycle when it is being held by the rider.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Should a rider require assistance, the instructor may make adjustments to their cycle when it is not being held by the rider, using gloves that are only used for that cycle and disposed immediately. Only a member of the rider's household can check their cycle when it is being held by the rider.</li> </ul>
<b>Bikeability Learn to Ride</b> (pp. 10-11)	<ul style="list-style-type: none"> <li>• 1:2 maximum ratio with 4 maximum participants and a member of school staff may be present at all times.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Should a rider require assistance involving physical contact, the instructor must use appropriate PPE unless a member of the rider's household.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. They should demonstrate fastening their own helmet and advise riders on how to fasten their helmets while maintaining this distance, if helmets are used. They must check riders' helmet fastening visually from this distance. Should a rider require assistance, the instructor may make adjustments to the rider's helmet when it is not being worn, using gloves that are only used for that helmet and disposed immediately. Assistance may be provided when the helmet is being worn only by a member of the rider's household.</li> <li>• Unless members of the same household, riders must maintain at least two metres distance from pedestrians and other riders and avoid cycling in others slipstream.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Should a rider require assistance involving physical contact, the instructor must use appropriate PPE unless a member of the rider's household.</li> <li>• 2:4 maximum ratio for combining with another instructor. Instructors must maintain at least two metres distance between all participants unless members of the same household or assistance is required (when appropriate PPE must be used).</li> <li>• The instructor may make adjustments to the cycle if required when it is not being held by its rider, using gloves that are only used on that cycle and disposed immediately. Only member of the rider's household may make adjustments to their cycle while it is being held by the rider.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Should a rider require assistance involving physical contact, the instructor must use appropriate PPE unless a member of the rider's household.</li> </ul>
<b>Bikeability on Show</b> (pp. 12-13)	<ul style="list-style-type: none"> <li>• Updated <i>Bikeability Delivery Guide</i> (May 2020) ratios and delivery guidance for Bikeability Level 1, 2 and 3 must be followed.</li> <li>• Unless members of the same household, instructors and participants must have no physical contact with each other, maintain at least two metres distance at all times, and avoid riding in others slipstream.</li> <li>• Instructors must have no physical contact with riders, and must maintain at least two metres distance and avoid cycling in others slipstream.</li> </ul>

	<ul style="list-style-type: none"> <li>Instructors must set ground rules that include all participants maintaining physical distance of at least two metres and not cycling in others slipstream unless members of the same household. They must stop training if this is not observed.</li> <li>Instructors must set ground rules that include all participants maintaining physical distance of at least two metres during presentations.</li> </ul>
<b>Bikeability Parents</b> (p. 14)	<ul style="list-style-type: none"> <li>Updated <i>Bikeability Delivery Guide</i> (May 2020) ratios and delivery guidance for Bikeability Level 1, 2 and 3 must be followed.</li> <li>Instructors must have no physical contact with riders, and must maintain at least two metres distance at all times. Riders' cycles should be checked visually from this distance. Should a rider require assistance, the instructor may make adjustments to their cycle when it is not being held by the rider, using gloves that are only used for that cycle and disposed immediately. Only a member of the rider's household can check their cycle when it is being held by the rider.</li> </ul>
<b>Bikeability Promotion</b> (p. 15)	<ul style="list-style-type: none"> <li>This module involves group events is not permitted.</li> </ul>
<b>Bikeability Recycled</b> (pp. 16-17)	<ul style="list-style-type: none"> <li>This module involves group events and is not permitted.</li> </ul>
<b>Bikeability Ride</b> (pp. 18-19)	<ul style="list-style-type: none"> <li>This module involves group rides and is not permitted.</li> </ul>
<b>Bikeability Transition</b> (pp. 20-22)	<ul style="list-style-type: none"> <li>This module involves group rides and is not permitted.</li> </ul>