

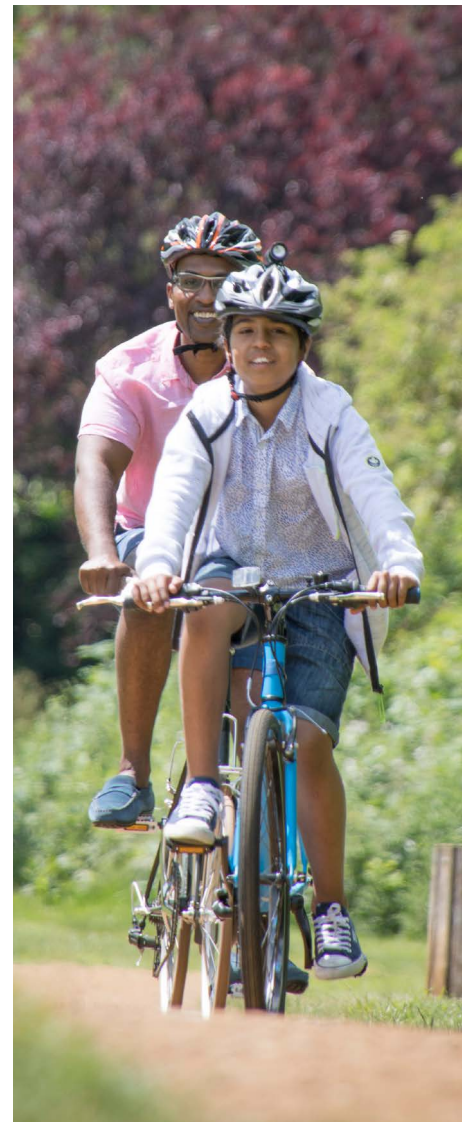


Bikeability Plus Delivery Guide

Bikeability Family

For registered Bikeability
training providers and
instructors in England

September 2020



Covid-19 guidance: the instructor must refer to the [Bikeability delivery guides addendum \(from 1st September 2020 until further notice\)](#) for fuller Covid-19 guidance.



INTRODUCTION

This guide has been prepared by the Bikeability Trust, which manages **Bikeability** and the **National Standard for Cycle Training** (the National Standard) for the Department for Transport, the government department with oversight of Bikeability and the National Standard.

MODULE DURATION AND SESSIONS	PREREQUISITES	INSTRUCTOR: RIDER RATIOS
2 sessions lasting between 1 and 2 hours each, equalling 3 hours in total. (Minimum)	It is helpful if at least one adult householder has completed the Adult Cycle Training module. Households should be directed to online resources prior to training.	1:6 maximum ratio (minimum 2 riders), all riders must be from the same household.

Aim: enable family group cycling

Bikeability Family provides a tailored training package to help people living in the same household cycle together. It begins with an [assessment](#) of each households' specific cycling goals and current cycling ability (carried out by an the provider/instructor or using the online form), accompanied by [online preparation](#), including route planning before off-road cycle training commences.

This is followed by on-road cycle training and **may** be further supplemented by post-training [self-assessment](#) and mentoring. Practice between training sessions, and pre/post-training self-assessment validated by instructor assessment, will help to secure the householders' cycling skills and confidence. By the end of the module, at least one adult householder should have demonstrated National Standard assessment criteria to least to Bikeability Level 2. They should be able to plan group rides and help others develop their cycling skills and confidence.

Riders **must** be able to cycle (i.e. Set off, pedal, slow down and stop) prior to training, and this course is more effective if at least one adult householder has completed the Adult Cycle Training module.

NATIONAL STANDARD ASSESSMENT CRITERIA

Relevant National Standard assessment criteria are set out in the [Bikeability delivery guide](#) and [Bikeability Plus delivery guide](#), supplemented by the [Bikeability Parent's Handbook](#). Instructors **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.

SESSIONS	ACTIVITIES	TIMING
Online preparation	Registration, self-assessment, cycle/clothing/helmet checks/fitting, route planning, group riding	n/a
Practical session A (off road)	Bikeability Level 1 training/assessment, moving groups practice, progression to Bikeability Level 2 if ready	1 hour
Practical session B (on road)	Bikeability Level 2 training, including Level 3 where appropriate, as part of a planned journey (additional sessions may be required, at additional cost), self-assessment, instructor assessment and mentoring	2 hours

General guidance

The pace of progression is dependent on group size, age and ability. Some households **may** require additional training sessions before they can ride together as a group, and in this case Bikeability providers **should** supplement funded training with additional sessions which the household pay for. Others may require referral to different Bikeability Plus modules (e.g. Bikeability Balance, Bikeability Learn to Ride).

Instructors **should** deliver the module with flexibility to respond to the needs of each household. They **should** focus teaching on the adult householder/s with responsibility for route planning and helping others in the group to cycle together.

Bikeability providers **should** leave enough time between sessions (ideally a least one week) when confirming the registration to allow the household to practise and consolidate learning.

There is no minimum age for participating riders, provided each rider is able to cycle (i.e. Set off, pedal, slow down and stop). At least one adult householder **must** be present at all times.

Instructors **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.

Instructors **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.

Online preparation

Upon registration for a course, households **should** undergo a self-assessment. Providers **may** use [this set of questions](#) provided by the Bikeability Trust, either embedding them into course registration or discussing verbally with the lead householder prior to training taking place. The instructor delivering training **must** accurately ascertain the households cycling ability.

At registration, the adult householder/s **must** be provided with online resources covering route planning, cycle/clothing/helmet check/fitting and moving groups. The *Bikeability Parent's Handbook* should also be provided during practical session A. Bikeability providers **may** refer householders to the '[Be prepared](#)' or [family](#) resources on the Bikeability website.

After registration, the adult householder **must** identify the start and end points for their desired journey for on-road cycle training and any places they should like to include on the route. The instructor **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.



Practical session A (off-road)

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

All members of the household **must** have sufficient cycle handling and moving groups skills before commencing on-road cycle training. Adult householders 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 accompanied by carer/s, 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 instructor **must** provide feedback on the adult householder/s' pre-training self-assessment and planned route and reach agreement on the group's preparedness for on-road cycle training. Should the group make rapid progress, the instructor **may** commence on-road cycle training before the end of this session.

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

Practical session B (on-road)

In this session the household **should** ride their planned route as a group. The instructor **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 household's progression, additional on-road training sessions may be required before the group is ready to ride together independently. The instructor **must** focus feedback on the core functions and systematic routines to consolidate learning.

Whilst riding, the instructor should not treat the household group as they would a group of trainee riders, but **must** instruct the lead householder(s) to shepherd the group themselves. Guidance on snaking and shepherding can be found on pages 8 and 9 of the Bikeability Delivery Guide. The instructor **must** teach the principles of moving groups to the lead householder(s)

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

If **two 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 household members 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 household 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 household. 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 household **should** practise what they have learned after completing on-road training and assessment.



Mentoring and development planning

Towards the end of practical Session B, the instructor **should** observe the household riding the planned route as a group independently. They **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. The instructor **should** agree actions for improvement with the householder.

Managing group dynamic

Instructors will be working with children and parents/carers, and **must** be mindful of the dynamic that this creates. Instructors **should** encourage the household to think as a team, working together collaboratively. Instructors **should** engage the whole household 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 household 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 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, instructors 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

- a mechanical breakdown occurs (the householder ensures all cycles are fully prepared before training commences, instructor checks cycles in Session 1 with time for the householder to arrange any repairs before Session 2, instructor refuses delivery if cycles are not roadworthy, providers make this clear in module information)
- 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 householder 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).



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