



CYCLE RIGHT – GENERAL CODE OF PRACTICE AND GUIDELINES

The CYCLE RIGHT Code of Practice and Guidelines

CYCLE RIGHT training aims to give trainees the confidence, skill and road safety knowledge to use their bike to get places – to school, to work, for leisure. Over a series of stages, 1 to 3, cyclists will increase their skills and experience, both in bike handling and in on-road cycling, leading them on a pathway towards proficiency and safe journeying on the road network.

CYCLE RIGHT is delivered by a network of trainers who have completed the CYCLE RIGHT Trainers' Course and post-course assessment, and who are registered on the CYCLE RIGHT Trainers' Register which is maintained by Cycling Ireland, the National Governing Body for cycling in Ireland.

All participants should have completed and submitted a signed consent form before the course commences. In the case of school children, the form must be signed by parents/guardians. This form will record details of any medical conditions relevant to the participant, and for children, must include emergency contact details (parent/guardian/school). The consent form will also record that bikes and helmets brought to the course by participants are in good working condition.

In accordance with Data Protection legislation, consent forms will stay with the school, but trainers must maintain a roll of attendance for participants and must keep this information for each group for a period of at least three years. Cycling Ireland, as assigned managing authority for CYCLE RIGHT, may request to see any or all elements of this information at any point.

As part of training, the trainer will explain the function and benefits of wearing a helmet and under age participants will be required to wear a helmet during practical training sessions.

Participants who bring their own bikes are responsible for ensuring the bike is working properly, especially with regard to brakes. Parents/guardians are responsible for making sure child participants' bikes are in proper working order. During the first session, trainees will be taught a simple bike check, and should be able to identify non-working parts on their bicycles. Parents/guardians will need to ensure any necessary repairs are carried out prior to the next session.

Individual participation in on-road training will be at the discretion of the trainer, who will assess the individual's readiness for this element of training, including key areas of balance and control, and in conjunction with assessment of the particular road environment. This assessment will be shared with school authorities as appropriate.

Participants need to wear clothing that is both suitable for cycling and suitable for the weather conditions. This includes having a rain coat and gloves to hand, and having high-viz items for on-road training.

As part of a policy of inclusion, wherever possible, individuals who have a disability or health and/or behavioural need will be given the opportunity to participate in cyclist skills training, with consideration for the following;

1. Trainers should have completed the CYCLE RIGHT Disabilities Trainer course.

2. Trainers teaching trainees with a disability or health or behavioural needs should seek appropriate information on the abilities of these trainees so that the training can be tailored to their particular needs.
3. Any disability, health and learning need or medical condition should be outlined through a (parent/guardian) consent form. If working with school children, trainers should also meet with the teacher and discuss any particular needs.

Trainees may also have language, cultural or religious needs. The trainer should consider how to manage these prior to training. Any cultural requirements can be outlined in a (parent/guardian) consent form and discussed with the teacher when working with children in a school environment.

Course Structure

The Stage One course is comprised of eight hours of training, made up of a mix of theory indoor sessions and practical outdoor sessions, with the goal of concluding with introductory on-road cycle training. To facilitate optimal learning conditions and to give practice time, the minimum permitted course delivery is over four two-hour sessions, each in separate weeks, ideally a week apart.

Variations up to eight one-hour sessions weekly are permitted. The focus at this phase of training will be to build core bike handling skills and to establish core manoeuvres for cycling on the road.

Stages Two and Three (three hours each) are based on-road with short revision off-road sessions if deemed necessary by the trainer. Each stage will increase in difficulty by bringing the trainee into road environments growing in complexity and requiring further reliance on personal dynamic risk assessment and quick thinking. Over these phases of training, participants will be asked to show greater levels of problem-solving skills over the course of a journey to establish readiness to engage in independent travel safely. Sessions may be delivered in block or broken down over a number.

Trainer/trainee ratios

Stage one	The guideline ratios for indoor-based theory sessions is 1:30. Off-road training guideline is 1:15 or 2:30. On road training must have a ratio of no more than 2:10, with trainers working in pairs. For adult trainees a ratio of up to 1:5 is permitted.
Stage two	On road training must have a ratio of no more than 2:10, with trainers working in pairs. For adult trainees a ratio of up to 1:5 is permitted.
Stage three	On road training must have a ratio of no more than 2:8, with trainers working in pairs. For adult trainees a ratio of up to 1:4 is permitted.

Prior to any on-road training session, the trainer will perform a dynamic risk assessment of the route and will keep a written record, noting potential hazards and advice notes on approach to these. The trainer will carry out a continual assessment over the course of training, and will be prepared to change venue or postpone training should conditions dictate.