Georgia SRTS Bicycle Rodeo Toolkit

A bicycle rodeo is a bicycle skills event which gives kids the chance to learn, practice, and develop bike-riding skills. Some rodeos are designed as large, municipal events with skills activities, exhibits, and games, while others are much smaller in format, and can take place during a physical education class. Throughout the rodeo, kids receive immediate feedback on their biking skills and have the chance to keep practicing a skill if needed. The goal of any bicycle rodeo is to provide an opportunity for kids to learn, practice, and demonstrate their bicycle handling skills in a fun, noncompetitive atmosphere.

This Georgia Safe Routes to School Resource Center Bike Rodeo Toolkit is designed to help you plan and hold a successful bike rodeo, taking into account number of participants, participant skill level, and space/volunteers available.

Safe Routes to School

Georgia

GEORGIA DEPARTMENT OF TRANSPORTATION

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Acknowledgements

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We would also like to thank Brent Buice, Executive Director of Georgia Bikes!; Katelyn DiGioia, Bicycle and Pedestrian Coordinator, Georgia Department of Transportation; and other reviewers for their input and guidance.

Last, but not least, we would like to thank the many volunteers across Georgia and around the country putting on bicycle rodeo events to spread the joy and health benefits safe bicycling can offer those of all ages.

Georgia Safe Routes to School Resource Center Staff

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Table of Contents

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Introduction

While there are many ways to organize and operate a bike rodeo, this toolkit presents a bike rodeo as a series of stations teaching different bicycle skills, organized by age group.

The cast of characters required for a bike rodeo is as follows:

- Participants from kindergarten to 8th grade
- Older student volunteers from 9th to 12th grade (optional)
- Station leaders responsible for facilitating each station
- Adult volunteers responsible for assisting the station leader and participants

Not all stations are appropriate for all age groups or skill levels. Not all stations will fit in smaller spaces. We've included a station description chart on page 2 to help you determine what stations are right for your situation.

The chart walks/bikes you through:

- What stations you should consider using based on approximate skill level of participants
- The amount of space you will need to successfully run each station
- The number of volunteers you will need
- The materials you will need

Depending on the number of participants, volunteers can operate all stations continuously or move with the participants from one station to the next. The latter requires fewer staff.

After you've decided the type of bike rodeo to hold, this toolkit details the steps involved in planning a bike rodeo, the elements that should be included in your bike rodeo based on your available resources, a description of each bike rodeo station (including the materials required and facilitation instructions), as well as helpful bike rodeo collateral templates, including:

- completion certificates
- a press release
- a permission slip template
- a bike rodeo event timeline
- event flyers
- bike rodeo props

Additional tools for hosting bicycle and walking events in Georgia can be found at www.saferoutesga.org.

Station Description Chart

Station Name	Age Group	Materials Needed	Space Needs	Staff Needs
1. Registration and Inspection	All	• Station Sign • Table(s) • Chairs (s) • Hang Tags • Tire Pump • Rags, Lubricants • Wrenches, Pliers, Screwdrivers • Bicycle Repair Stand(s) (Optional)	410 square feet / 3 parking spaces	One station leader and at least one additional volunteer
2. Bike and Helmet Fit	All	• Station Sign • Seat Adjustment Tools (Allen Wrench/Pliers)	560 square feet / 4 parking spaces	One station leader and at least one additional volunteer
3. Starts and Stops	All	• Station Sign • Demonstration Bicycle	1,120 square feet / 7.5 parking spaces	One station leader and at least one additional volunteer
4. Scanning	All	• Station Sign • Cardboard "Car"	1,320 square feet / 9 parking spaces	One station leader and at least one additional volunteer
5. Safe on Sidewalks	All	• Station Sign • Two Cardboard "Cars" • Cardboard Bush • One real car for sight obstruction (optional) • Cardboard stop sign • Chair or other means to hold up stop sign	1,164 square feet / 8 parking spaces	One station leader and at least two additional volunteers
6. Demon Driveway	Intermediate and Advanced	• Station Sign • Cardboard “car” • One cardboard bush for sight obstruction • One real car for sight obstruction (optional)	1,645 square feet / 11 parking spaces	One station leader and at least one additional volunteer
7. Crazy Crossroads	Intermediate and Advanced	• Station Sign • Cardboard "Car" • Stop Sign • Chairs or other means to hold stop sign (optional) • Two real cars or bushes for sight	3,560 square feet /24 parking spaces	One station leader and at least two additional volunteers
8. Rock Dodge	Intermediate and Advanced	• Station Sign • Obstacles (Sponges, 1/2 tennis balls, beanbags)	640 square feet / 4 parking spaces	One station leader and at least one additional volunteer
9. Putting It All Together	Advanced	• Station Sign • Cardboard "Car" • Stop Sign • Chairs or other means to hold stop sign • Hazards (Sponges, beanbags, etc.) • Real cars or bushes for sight obstructions • Pedestrians crossing the street	Depends on location available (long driveway, closed section of roadway, etc.	One station leader and at least one additional volunteer depending on what elements you include
Skill Exercise: Slow Race	All	• Station Sign	990 square feet / 7 parking spaces	One station leader
Skill Exercise: Serpentine/ Slalom	All	• Station Sign • 15-20 traffic cones	840 square feet / 6 parking spaces	One station leader and one additional volunteer

Figure 1

Rodeo Planning & Logistics

Bike rodeo supplies

***Contact** information for local bicycle clubs and shops can be found by searching the Connect Locally sections of the League of American Bicyclists' website using your ZIP Code at bikeleague.org*

Older Student Engagement

Middle and high school students can serve as volunteers, especially if the school has a bicycle club, runs a bicycle repair shop, or the students work in one outside of school. Student volunteers without this experience should be given a thorough explanation of their responsibilities before the event begins.

These students will enjoy helping younger students, and may want to be involved with your school's Safe Routes To School program in the future -- perhaps by leading a bicycle train.

The earlier you start planning a bike rodeo, the better. Three months in advance, you can form a planning committee to handle things like finding a venue, arranging for volunteer support, securing supplies, publicizing the event, and other tasks. The sample timeline on page 4 lays out one potential way you could plan your bike rodeo. The information below goes into more detail about the different tasks associated with bike rodeo planning.

Create a Planning Committee

Organizing a bicycle rodeo is a satisfying, enjoyable job, and while one person can certainly make all the necessary arrangements, it may make sense to spread the workload around. Luckily, there are many local organizations and members of your community who will be excited to participate in planning and carrying out your bike rodeo. Start by making a list of these folks, a list of tasks, and a timeline, so you'll be ready to ask for assistance. Including local officials on your planning committee will make tasks like finding an event location much easier. After you've completed these tasks, begin reaching out to potential volunteers.

Volunteer support resources include:

- Safe Routes to School committee
- local service organizations
- parent-teacher associations
- school administrators
- local health department
- bicycle shop owners
- cycling clubs
- your local law enforcement agency

In many communities, police have been invited to inspect or register bicycles at rodeos. With more and more agencies forming bike patrol units, you may find them an increasingly valuable resource.

A bike mechanic is an asset at the bike inspection station. Sometimes, local bike shops or your local bike club will provide a volunteer with some tools and bicycle maintenance and repair expertise. Having a first aid kit and perhaps even medical staff on site is important. Depending on the size and location of your event, the medical presence could be anywhere from first aid-trained volunteers to a school nurse or EMT crew.

Example Bike Rodeo Planning Timeline

Three Months Prior

- *Assemble Bike Rodeo Planning Committee*
- *Pick prospective site and date for event, and get approval from relevant authorities. Be sure to consider rain dates and backup indoor locations as well.*
- *Contact local bike shops and clubs for bicycle inspection volunteers and loaner bikes.*
- *Solicit sponsorships from local businesses and service organizations*
- *Reach out to prospective volunteers (especially local high school and middle school students).*

Two Months Prior

- *Contact volunteers with event information, including a description of their duties.*

Six Weeks Prior

- *Begin publicity campaign to attract participants using press releases sent to local media, backpack mail at participating schools, and social media.*
- *For school-based bike rodeos, send permission slips and photo/video release forms home to be filled out and returned.*
- *Arrange for medical support for the event.*

Three Weeks Prior

- *Finish creating event materials, including props and handouts for participants and volunteers.*
- *Make a sufficent number of copies of these materials.*

One Week Prior

- *Meet or otherwise communicate with volunteers to explain their roles and how the different stations of the bike rodeo will work together.*

Day Before Event

- *Check the weather for the event.*
- *Set up station layouts using spray chalk, sidewalk chalk or tape.*
- *Set up other event materials including tables and chairs.*

Event Day

- *Arrive at event site early.*
- *Handle any last minute logistics.*
- *Make sure you have sufficient event materials.*
- *Have fun!*

Choosing a Location and Date

Hold the event at a convenient playground, gymnasium, or parking lot. Hard-surfaced, level, and traffic-free areas are best. Ideally, your location should provide the opportunity to run at least a portion of the course on a street or driveway. If a lightly-trafficked street is convenient to the event site, contact local officials to see if they can close the street to vehicular traffic during the event.

Publicity

Publicizing your event will improve turnout and also inspire others to host their own bicycle rodeos. Don't forget to promote your event through local newspapers, radio, and television, as well as through social media like Twitter and Facebook, and school messaging avenues like the school's website and backpack mail. If your event is held in conjunction with other community or school activities, you have built-in publicity! Co-sponsorship helps support the educational goals of the program by introducing it to more people. Invite local media to the event so they can see what it's all about.

Funding

Bike rodeo costs include purchasing materials needed to facilitate the event, printing promotional materials, refreshments and participant awards. Sponsors, such as local bicycle shops, sporting goods stores, grocery stores, etc. can help cover the cost of these expenses.

Helmets

In Georgia, all bicyclists under the age of 16 must wear a helmet when riding a bike. Helmets must meet either American National Standards Institute or Snell Memorial Foundation impact standards because these organizations have tested helmets to ensure they provide a certain level of protection in the event of a crash. All bike rodeo participants should be wearing helmets.

Ensure all bike rodeo participants have a helmet. Reach out to local bike shops and health departments to see if they have free or steeply discounted helmets to offer to attendees. Contact your local Safe Kids organization (www.safekids.org/united-states-0) to see if they have helmets available. If you are not able to find helmets courtesy of other organizations, consider purchasing several helmets to loan participants during the event. You can sanitize them between uses by using sanitizing wipes.

An empty school parking lot is a great place for a bike rodeo

Older Student Engagement

Middle and high school students can run a refreshment area at the event as a fundraiser for a school club.

Certificates and Refreshments

You may decide to give certificates of participation to all who complete the course. These certificates can act as a reminder to participants of the skills they learned in the bicycle rodeo. Certificates can be given out as students finish completing all stations or they can be presented at a later time, perhaps in conjunction with a school assembly.

A well-fed volunteer is a happy one. Consider having coffee for parents, and water, juice, fruit, etc. for participants. Contact local commercial establishments that may be willing to contribute healthy snacks.

Older Student Engagement

In many Georgia school districts, community service is a graduation requirement and students may be eager to participate.

***Some** tasks can be handled by last-minute recruits (such as parents or older children), who can assist the instructors or serve as evaluators at each station. This allows instructors to actively direct the bicyclists.*

***A** warm-up pit can provide some diversion in your bike rodeo course. The trainer in the pit can work with those needing special attention. The warm-up pit gives participants a chance to fool around and release some energy. Those less adept at balance and control can also work on the serpentine and slow race (described in the glossary).*

Staff and Volunteer Needs

The Station Description Chart on page 2 will help you decide which stations should be included in your bike rodeo, in addition to giving you an idea of how many volunteers you will need. If you are moving one or two groups of students through the bike rodeo stations one at a time, you will need fewer volunteers than if you're operating a continuous bike rodeo as part of a larger community event. That being said, **most stations will be difficult to manage without extra help, so be sure to coordinate a volunteer presence beforehand.**

This toolkit was piloted using six stations, fifteen students, and nine staff. While this ratio of staff to students was okay, staff members who participated in the pilot expressed that even more staff would have been helpful. **It is suggested that for a rodeo with any number of students, you have at least 12 staff and/or volunteers on hand.** As the number of students increases, scale up the number of volunteers at a rate of one per 10 students.

However, a bike rodeo can be successful using any number of volunteers and staff. You can make it work with what you've got. If you've planned the bike rodeo well, there's no reason it won't be a fun, enriching experience, no matter the volunteers involved.

Planning and Designing the Course

Bike rodeos are not just for those who already know how to ride a bike. Students using "balance" bikes or training wheels will be able to successfully participate in many of the stations, learning safe bicycling behaviors as they become more confident bicyclists.

Be prepared for a mix in the age range and skill level of participants. The event's success will depend upon the trainer's ability to work individually with each participant, develop a sense of their skill level, help them feel confident and accomplished, while taking them one step further along the learning curve.

If this is your first bike rodeo or if you have limited space, start with a Beginner event, which only includes the Registration and Inspection, Bike and Helmet Fit, Starts and Stops, Scanning and Hand Signals and Safe on Sidewalks stations. This type

of event is particularly appropriate for the younger bicyclists (usually ages 5-8) just learning how to ride a bike, and is relatively easy to set up. You'll be able to inspect their bikes, make necessary adjustments for a good fit, and teach them how to start, stop, and scan. A sample bicycle rodeo layout can be found on page 6.

Intermediate event stations are appropriate for older participants who can quickly demonstrate basic riding proficiency and can be challenged by practicing more complex bicycle skills and situations.

Two stations in the Intermediate event include simulated roadway situations. If you are unable to use an actual road, be sure to create roadways with at least 10-foot wide lanes. It should look as much like a real road as possible. For example, parked cars should be included along the station roadways as visual hazards commonly experienced by bicyclists. Children will learn more quickly with a roadway that is full-size and realistic than with one where they have to pretend.

The Advanced event builds on the intermediate elements by providing an opportunity for participants to practice their bicycle skills in more realistic settings on a closed road or long driveway.

For each event, space permitting, include a free-ride area and/or a warmup pit, where participants can practice their skills independently.

If you have limited space, time, and support, you might consider using only the Crazy Crossroads (Station 7). By setting up an intersection you can have a lot of meaningful fun with a group of bicyclists. They can practice starts, stops, yielding to others, making turns, and going straight. Add a crosswalk and have pedestrians too.

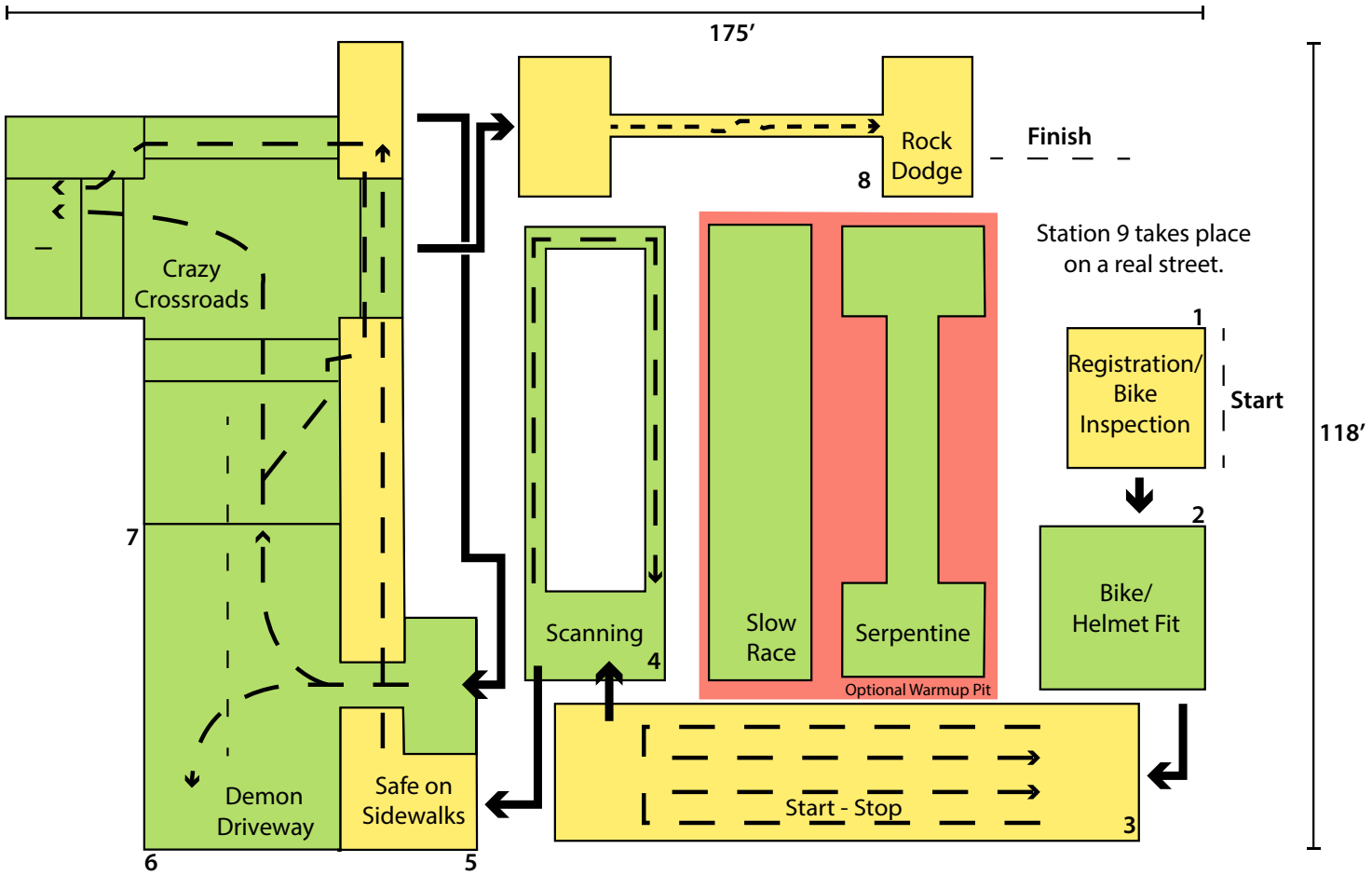


Figure 2: Sample Station Layout

Older Student Engagement

Station props can be created as part of a school's arts curriculum. This approach integrates bicycle skills and safety training into the larger school curriculum and saves event organizers a significant amount of time.

***Use** spraycan chalk for easy course outlining.*

A volunteer holds a cardboard car

***Keep** participant traffic flow in mind. As you set up your bike rodeo course, note carefully where each station starts and finishes. You may find it necessary to limit access to the course by using natural boundaries or putting a ribbon around the perimeter.*

Supplies

For general use:

- Table(s) for registration station
- Chairs
- Name Tags
- Pens and markers
- Station Identification Signs
- Certificates of Participation
- Tickets To Ride
- Rubber bands
- Trash bags

For course setup:

- Tape measure or measuring wheel
- Masking tape, **spraycan chalk**, sidewalk chalk, traffic cones, halved tennis balls, bean bags or some other means ofcourse marking

For the stations:

- Pencils
- Clipboards (one per station)
- Basic tools and tire pump for bike inspection station, including set of English and metric Allen keys
- Props (Samples found on page 36 in appendix)
    - Cardboard cars (five or six needed for full course)
    - Real Car (one for Demon Driveway station)
    - Cardboard bush or fence
    - Stop sign (cardboard or real) (one for Crazy Crossroads and Safe on Sidewalks stations)
    - Drainage grate (cardboard, carpet swatch, doormat, etc.) (one needed)

Non-mandatory supplies:

- Bikes for participants without them
- A balance bike for those who don't know how to ride, but still want to participate
- Helmets for participants without them
- Refreshments
- Educational information (brochures)

Orientation

Each Station Leader should be very clear on the purpose of the station they will manage, as well as being familiar with the activities taking place elsewhere in the rodeo. They should be oriented to the objectives and procedures of the stations prior

to the day of the event. Use the following station descriptions to orient Station Leaders, and give each one a photocopy or pdf link of the description of the station they will be operating. After the course is laid out, review each station with the entire cast of volunteers.

Conclusion

Conclude the bicycle rodeo with some sort of wrap-up activity for the participants, i.e. a group picture or handing out certificates. This conclusion provides the opportunity to reinforce the bicycle safety lessons learned during the rodeo.

Be sure you have follow-up publicity and write thank you letters to sponsors and volunteers. Ask participants, parents, and volunteers to tell you what worked and what you can improve upon for next time. Also, take your own notes to ensure an even more successful bike rodeo next time.

If you're interested in streamlining the process of securing materials needed to run a rodeo, you may want to assemble a "kit" of the specialty items (especially if this will become a regular event).

Also, to capitalize on the success of your bike rodeo and reduce the amount of setup time required to run subsequent events, consider establishing a permanent bicycle rodeo course as part of a renovated playground or in an unused parking lot by working with a local school or your community's Parks and Recreation Department.

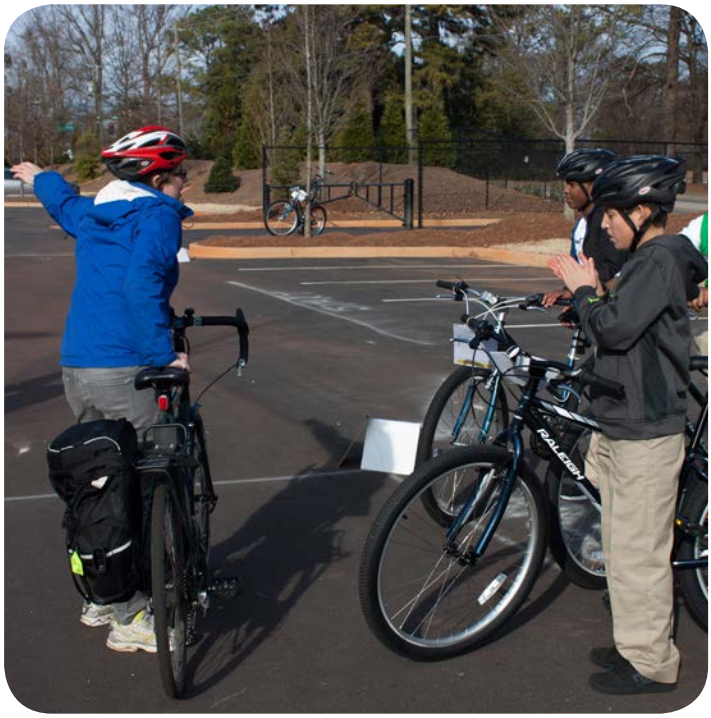
The course represents a tangible community investment in bicycle and pedestrians safety education and provides a permanent safe space where young bicyclists can practice their riding skills.

There are many examples across the country and world that you can emulate, including Peoria, Illinois' "Bike Safety Town" (bit.ly/1tn3gSR), Santa Monica, California's Bike Campus (bit.ly/1tn3klt, and Utrecht, Netherlands' Traffic Garden (bit.ly/WzA3tc)

Registration table with Tickets to Ride and Certificates of Participation

Station Descriptions

Biking in the Starts and Stops station



Teaching hand signals in the Scanning and Hand Signals station

Crossing the driveway in the Safe on Sidewalks station

Preparing to dodge obstacles in the Rock Dodge station

Station 1:
Registration and Inspection

This station can be a bottleneck if there are too few volunteers due to its hands-on nature. Securing skilled volunteers would be very helpful to ensure this does not occur.

If you have a bike registration program in your town, make sure all bikes are registered as part of this station.

Students listen to instructions at the Registration and Inspection Station

Objective
Check the mechanical safety of the bicycle before riding.

Staff Needs
One station leader and at least one additional volunteer to perform bicycle inspection/repair.

Materials/Supplies

- Station Sign
- Tickets To Ride
- Student Pre-Survey
- Rubber bands
- Tire Pump
- Rags and chain lubricant
- Wrenches, pliers, screwdrivers
- Table(s)
- Chair(s)
- Pens or Pencils
- Bicycle Repair Stand(s) (Optional)

Procedure
Hand out a Ticket To Ride to each participant as they come to the station to check the parts of the bicycle that need to be inspected. Also, hand each student a pencil and a pre-survey to fill out. This pre-survey asks three question about the student's knowledge of certain aspects of safe biking. Remember that depending on their reading level, some students may need the questions read to them one-on-one.

Look over the bike, checking that the seat and handlebars are securely fastened, the brakes aren't worn, the chain is not loose or rusty, and the tires are properly inflated.

This is an opportunity to work together in a hands-on experience. Go through the Ticket To Ride form with the child so she or he is able to identify how her or his bike could become better performing.

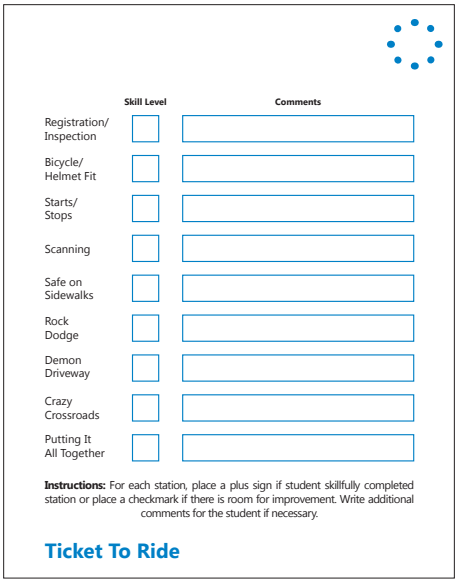
If a participant has a bike but doesn't know how to ride it, volunteers at this station should temporarily remove the pedals of the participant's bike so s/he can use it as a balance bike to get more out of each subsequent station. The pedals should be reattached at the end of the bike rodeo.

Questions

Talk with the participants about why it is important to keep her or his bike in high-performing condition. To get the conversation going, ask questions such as:

- What happens if screws and bolts are loose on your bike? How do they get loose?
- What kind of brakes does your bike have?
- What could happen to your brakes that would cause them not to work? What happens if your brakes don't work?
- Why do your handlebars need to be tight?
- Where and how do you adjust your seat?

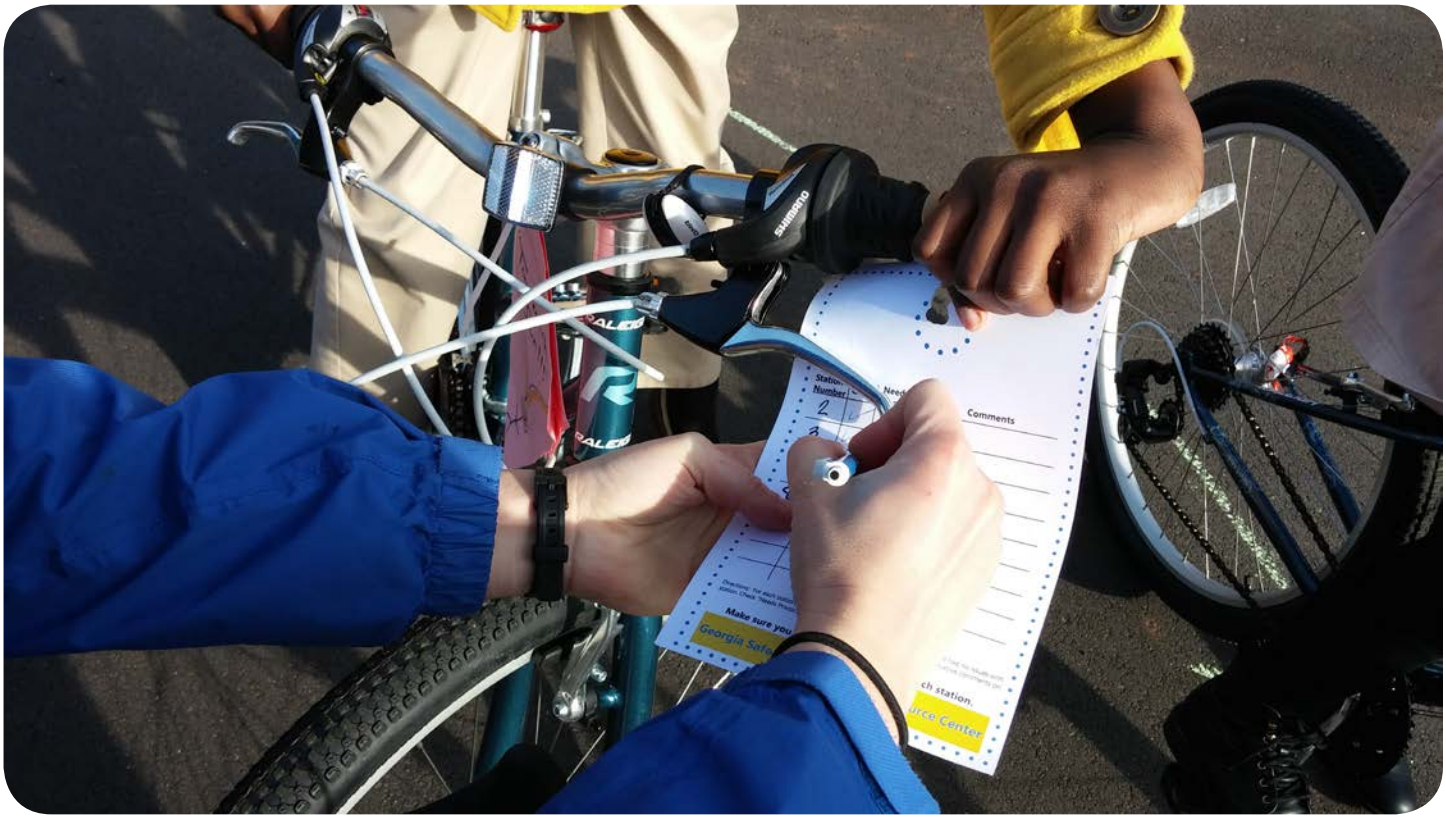
As each participant is leaving the station, loop the Ticket To Ride with your comments around one of the bicycle handlebars. Volunteers in subsequent stations will use the other side of the Ticket To Ride (Appendix pages 40-41) to comment on how the participant handled the station content, and any constructive feedback they may have.



	Skill Level	Comments
Registration/ Inspection		
Bicycle/ Helmet Fit		
Starts/ Stops		
Scanning		
Safe on Sidewalks		
Rock Dodge		
Demon Driveway		
Crazy Crossroads		
Putting It All Together		

Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.

Ticket To Ride



Filling out a Ticket To Ride

Station 2:
Bicycle and Helmet Fit

A student gets her helmet fitted by a bike rodeo volunteer

Objective
Check to ensure that both the bicycle and helmet properly fit the rider.

Background
Nobody should attempt to ride a bicycle that is too big or too small for them. Bikes that are too big or too small can be difficult to maneuver.

One of the most common adjustments is the height of the seat. For beginners, it's best for the child to be able to have her or his feet flat on the ground while seated on the bike. As confidence and skills develop, the seat should be raised so the knee is just slightly bent and the feet are on the pedals (when one pedal is at the 12 o'clock position and the other is at the 6 o'clock position) and the child is seated.

Staff Needs
One station leader and at least one additional volunteer to fit helmets and adjust bicycle seat height.

Materials/Supplies

- Station Sign
- Pliers
- Allen Wrench

Procedure
Bike height: Have the child straddle the bike. S/he should be able to stand flatfooted over the bike with at least an inch of clearance above the top tube.

Seat height: If the seat is too low, it is best not to raise the seat to the desired height all at once. Instead, raise it an inch or so, explaining to the rider that once they're used to the new height, they should get the seat raised a bit more. **Knees should not touch the handlebars.**

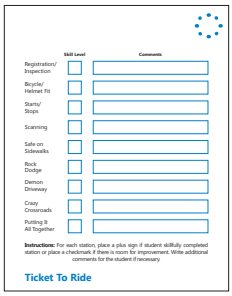
Brakes: If the bike is outfitted with hand brakes, check to see that the rider can properly grasp the brake levers. Do they know which is the front brake? Rear brake?

Helmets: Most helmets come with sizing pads to help insure a proper fit. Adjust the straps so the helmet sits level and snug. The rule of thumb is for

the front of the helmet to come within two fingers of the wearer's eyebrows, the straps to form a "V" around each ear, and there are two fingers of room between their neck and the strap when it is fastened.

If the helmet will not fit the rider even after adjusting the straps, consider providing the rider with a correctly-fitted loaned helmet for the duration of the bicycle rodeo.

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station content and providing constructive feedback.



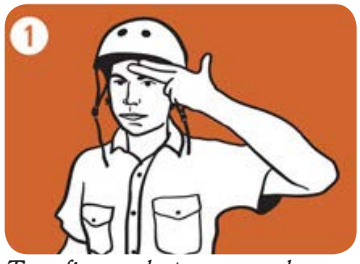
Skill Level | Comments

Registration/ Inspection
Bicycle/ Helmet Fit
Starts/ Stops
Scanning
Safe on Sidewalks
Rock Dodge
Demon Driveway
Crazy Crossroads
Putting It All Together

Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.

Ticket To Ride

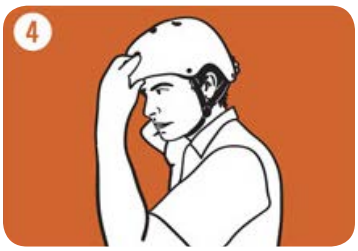
Helmet fitting adjustments being made



Two fingers between eyebrows and helmet

Helmet strap forms a "V" shape around ears

Two fingers can fit between helmet strap and neck



Helmet is secure when pushed front to back and left to right

Helmet Fitting Guidelines
Courtesy: Olympia, WA City Government

Station 3: Starts and Stops

Start and Stop students listening to instructions

Power Pedal Start Position
Courtesy: Lois Chaplin

Bicycles with coaster brakes (where you pedal backwards to stop) can be difficult to get into the Power Pedal position, so be sure to clearly demonstrate how to do so.

Objective
To teach bicyclists how to start and stop their bicycles safely and efficiently.

Background
We think that kids will figure out how to start and stop, so teaching these skills is often an overlooked part of bicycle education. The result can be poorly controlled starts and skidding stops. The bike rodeo is a good time to introduce safer, more efficient maneuvers.

Staff Needs
One station leader and at least one additional volunteer.

Materials
- Station Sign
- Demonstration Bicycle

Procedure
Starts: Demonstrate how to get started using the **Power Pedal method.**

First, straddle the bicycle with both feet on the ground; do not sit on the seat.

Then, raise the right pedal to the two o'clock position (see photo); this provides the power to start.

Next, put your right foot on the pedal with your left foot still on the ground.

Finally, push off with your left foot and at the same time, stand on the raised pedal; do not pedal after pushing off.

Coast to a stop while standing on the pedal that has been pushed down.

Stops: Discourage stops that are executed by dragging feet. For coaster brakes, make sure the rider knows how to pedal backwards to apply pressure that stops the bike. For hand brakes, make sure the rider squeezes the brake levers evenly with both hands. They need to know that using only one brake is not the best way to stop and can be dangerous (pitching over the handlebars or skidding out of control).

Hand brakes are not the best choice for small children, so young riders who have them should receive sufficient training so they can use them effectively.

How to stop and dismount: You should instruct participants how to stop and dismount safely.

Tell students to slow down by using the brakes.

Then, as the bike nears a stop, instruct them to put their weight on a pedal in the "down" position as they slide off the seat.

Then, have them take their other foot off the pedal and prepare to place it on the ground when they're going slowly enough.

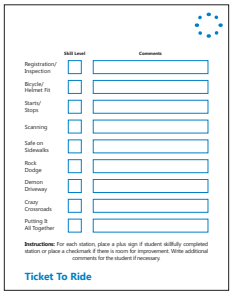
If participants are using hand brakes, be sure to instruct them to keep pressure on both brake levers as they are slowing and dismounting.

In your **Power Pedal** demonstration, you should model appropriate stopping and dismounting behaviors in addition to showing how to safely start.

When you've finished demonstrating starting and stopping, two or three participants at a time should copy your starting and stopping examples as they glide from one end of the station area to the other. When the participants are comfortable with this procedure, have them place their second foot on the other pedal, sit on the seat, and continue pedaling.

This station may run shorter than subsequent stations. If this is the case, have participants play the Slow Race game (Instructions in Glossary) on the Starts and Stops course until it's time to switch to the next station.

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station's content, and providing constructive feedback.


Skill Level
Comments
Registration/ Inspection
Bicycle/ Helmet Fit
Starts/ Stops
Scanning
Safe on Sidewalks
Rock Dodge
Demon Driveway
Crazy Crossroads
Putting It All Together
Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.
Ticket To Ride

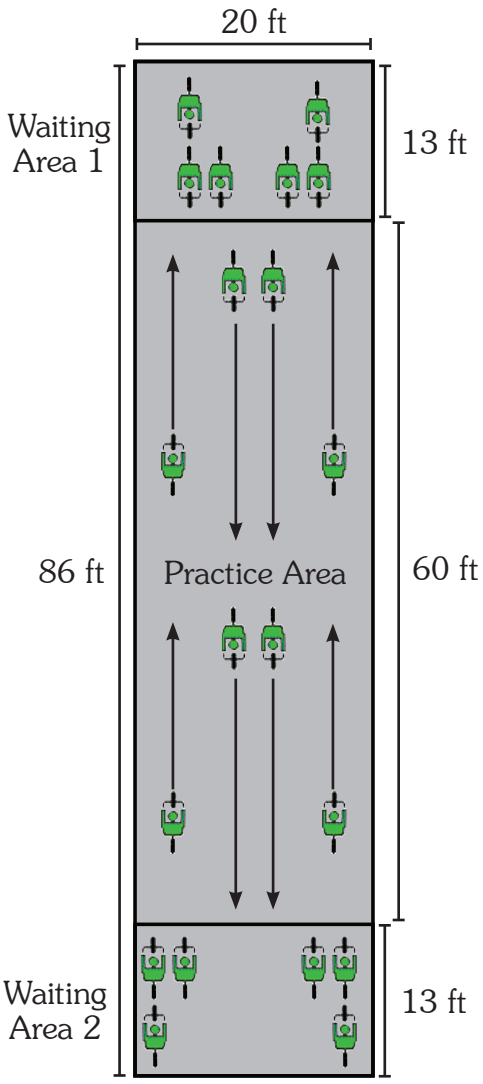
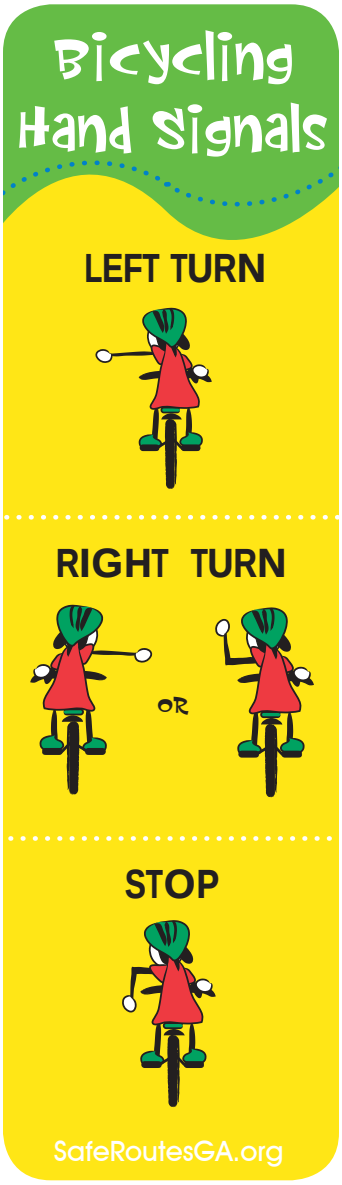


Figure 3: Station 3 Schematic Diagram

Station 4: Scanning and Hand Signals

A volunteer holds cardboard car while student uses turn signals



If students express interest in installing mirrors on their bicycle, you should direct them to the bike shop volunteers staffing Station 1, if present, so the participant can learn about where to get them and how they are installed.

It is not possible to safely use hand signals without being able to control the bicycle with one hand. Make sure that each participant can do so. If participants haven't developed this skill yet, add a run-through of this station that focuses on riding using only one hand.

Bicycling Hand Signals (Poster 11"x17" format available on GA SRTS website)

Objective

To teach bicyclists to look behind for traffic without swerving or falling and to signal to other road users.

Background

Participants must learn to scan while not deviating from their path of intended travel. If the participant uses mirrors on their bicycle, scanning is still a necessary skill because they may ride a bicycle without them.

Staff Needs

One station leader and at least one additional volunteer.

Materials

- Station Sign
- Cardboard car

Procedure

All participants should be taught appropriate hand signals. The diagram on the left illustrates the hand signals. Demonstrate each signal and have participants follow your example.

After learning these hand signals, each participant should ride the course six times or as time allows — a few times making left turns and a few times making right turns.

The first time, they should concentrate on staying in a straight line. For the less experienced, this may be a big challenge. On the following run through the course, tell them you are going to call their name (or say "look") and they are to look back and tell you whether or not there is a car coming by saying "Car!" or "No Car!". Hold the cardboard car sign in front of you when there is a car coming and to your side when there is no car.

Stay about ten feet behind the participant as they ride the course.

On the third run, ask them to scan behind them and then signal a turn. Then, have them repeat this scanning and signalling three more times.

Questions

- Why do you need to look behind you when you're bicycling? *Basic answer: to see cars, pedestrians, and other bicyclists before making a turn.*

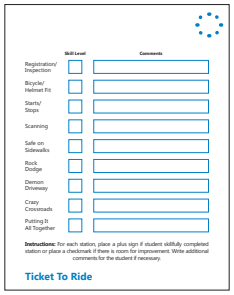
Remind participants to scan before giving hand signals.

- Do you think you can continue to ride straight ahead when you scan?

Explain that the natural tendency is to swerve when scanning behind.

- Have you ever used mirrors when riding your bicycle? If so, why?

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station's content, and providing constructive feedback.


Skill Level Comments

Registration/ Inspection

Bicycle/ Helmet Fit

Starts/ Stops

Scanning

Safe on Sidewalks

Rock Dodge

Demon Driveway

Crazy Crossroads

Putting It All Together

Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.

Ticket To Ride

If you're short on signs, you can hold your hands high over your head to represent a car coming or down to your sides to represent no car coming.

Older Student Engagement

Consider having student volunteers hold and operate the cardboard cars in this exercise, leaving the station leader more time to focus on assisting participants.

Cardboard Car
Courtesy: Lois Chaplin

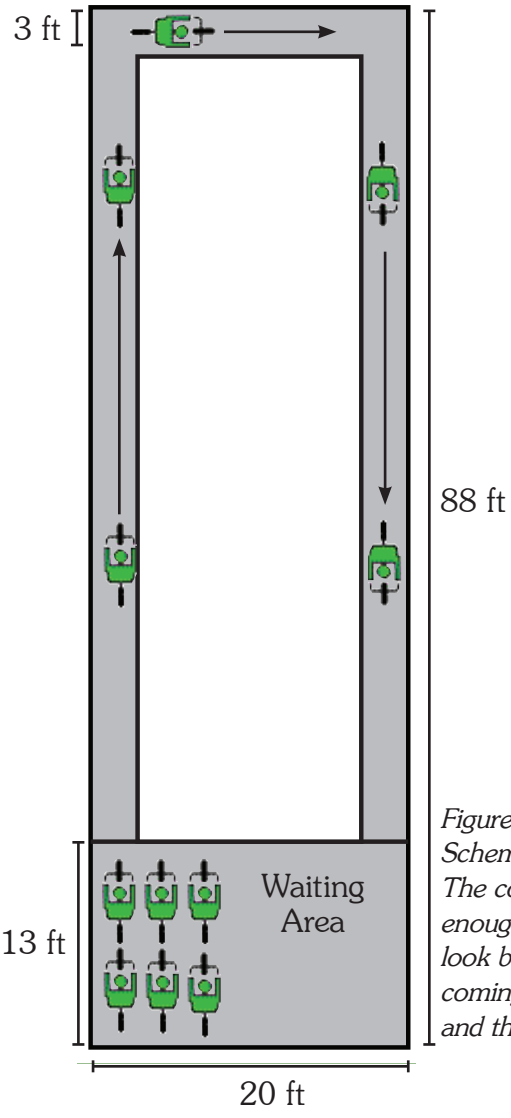


Figure 4: Station 4 Schematic Diagram
The course should be long enough that students can look back, see if a car is coming, continue pedaling, and then signal.

Station 5: Safe on Sidewalks

A student stops when she sees a car in the driveway

***Know** your local sidewalk bicycling ordinances and share them with participants.*

***When** possible, use a real sidewalk for this station.*

Objective

To teach children how to ride safely on sidewalks while respecting pedestrians and other sidewalk users, and successfully cross intersections and driveways,

Background

For young children, bicyclists who lack confidence, and those who would otherwise have to negotiate potentially dangerous roadways, the sidewalk may be the safest place to ride. Learning how to properly ride on the sidewalk and cross at intersections will give participants another tool to help them safely navigate around their community.

Materials

- Station Sign
- Two Cardboard Cars
- Cardboard Bush
- One real car as a sight obstruction (optional)
- Cardboard stop sign
- Chair or other means to hold up stop sign

Staff Needs

One station leader and at least three additional volunteers.

Procedure

Set up the station with one or two volunteers acting as pedestrians along the sidewalk and one holding a cardboard car in the driveway that crosses the sidewalk.

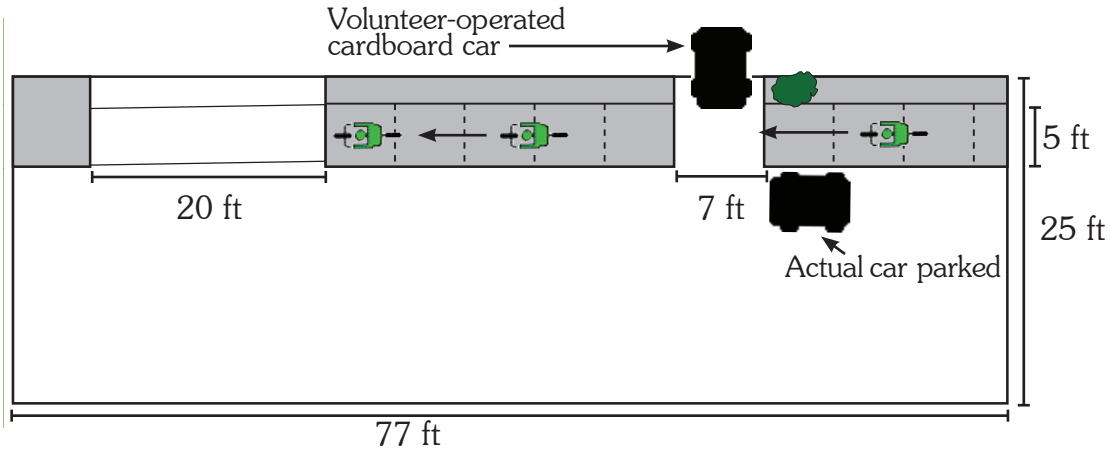


Figure 5: Safe on Sidewalks Layout (Can be run concurrently as part of Demon Driveway and Crazy Crossroads. See Course Map)
Adapted from Lois Chaplin

Explain to participants that they should pedal down the sidewalk, negotiating the different conditions along it. They should make sure that there is enough space to pass safely and that there is no one coming in the other direction on the sidewalk.

If there is enough space to pass safely, you should instruct participants to slow their speed and pedal past the pedestrian's left side.

Teach participants to let pedestrians know they are about to pass by saying, "Bicycle passing on your left!" This will make the pedestrian aware that a bicyclist is passing them, and reduce the chances of a crash.

Help participants figure out when to announce their intent to pass -- not too far away from the pedestrian so that the pedestrian can't hear them, and not so close to the pedestrian so that they are already passing as they announce themselves. If there is no room to pass the pedestrian, instruct participants to dismount and walk their bicycle, waiting until space becomes available before continuing to bicycle.

Teach participants that as they approach a driveway or street, they should slow down and look left, right, left, right to make sure a car isn't entering the street or driveway. In this station, a volunteer will be moving a cardboard car to simulate a car entering or leaving the driveway, in addition to volunteers acting as pedestrians.

The volunteer "car" holder will be simulating a car entering or leaving the driveway by holding the car up to mean a car is present, and holding it to the side to mean a car is not present). If a car was present the first time the student looked, see that the student looks again to make sure there is no car entering or exiting the driveway before they proceed to bicycle across the driveway.

When participants approach the end of the sidewalk, you should instruct them to dismount and cross the street as a pedestrian, looking left, right, left and right for traffic before crossing when it is safe to do so.

Send students down the sidewalk one at a time. Wait until the student on the course has finished before sending the next student.

The sidewalk width in this station should be determined at the discretion of the station leader in response to local context and participant skill level.

Older Student Engagement

Consider having older students hold and operate the cardboard cars in this exercise or act as pedestrians on the sidewalk, leaving the station leader more time to focus on assisting participants.

Practicing slowing down or walking their bicycle past pedestrians during this station will give participants extra practice on slow-riding and start/stop skills.

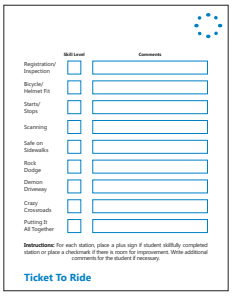
What To Look For

- Did the participant safely pass pedestrians while announcing their presence?
- Did they look left, right, and left and right again when crossing the driveway?
- Did they look both ways and wait for there to be no traffic when crossing the street?

Questions to Ask Participants

- How many of you ride on the sidewalk?
- Do you ever bike past pedestrians or those in wheelchairs?
- How do you pass these sidewalk users?
- Do you ever get off your bicycle to pass on the sidewalk?
- Who has the right of way on the sidewalk? *Basic answer: Pedestrians. Bicyclists are just guests on the sidewalk. They should be courteous and respectful.*

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station's content, and providing constructive feedback.


Skill Level
Comments
Registration/ Inspection
Bicycle/ Helmet Fit
Starts/ Stops
Scanning
Safe on Sidewalks
Rock Dodge
Demon Driveway
Crazy Crossroads
Putting It All Together
Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.
Ticket To Ride

Station 6: Demon Driveway

Bicycling down a practice driveway after looking for traffic
Courtesy: WABikes.org

If available and safe, use a real driveway closed off from traffic.

Objective

To teach participants to stop before they enter the roadway and look both ways to determine if it is safe before turning onto the street.

Background

Children who live in suburban neighborhoods can become accustomed to not having much traffic on residential streets. They often enter the street without looking because they don't expect traffic. When children begin to ride on streets in unfamiliar neighborhoods or non-residential areas, looking both ways before entering the street becomes especially important.

Because children are smaller than adults, they often cannot see over cars and other things that block their view of the roadway. Likewise, other road users may not easily see them. Children should be taught to always stop and look for traffic before entering the street.

Staff Needs

One station leader and at least one additional volunteer.

Materials

- Station Sign
- Cardboard car
- One cardboard bush as a sight obstruction
- One real car as a sight obstruction (optional)

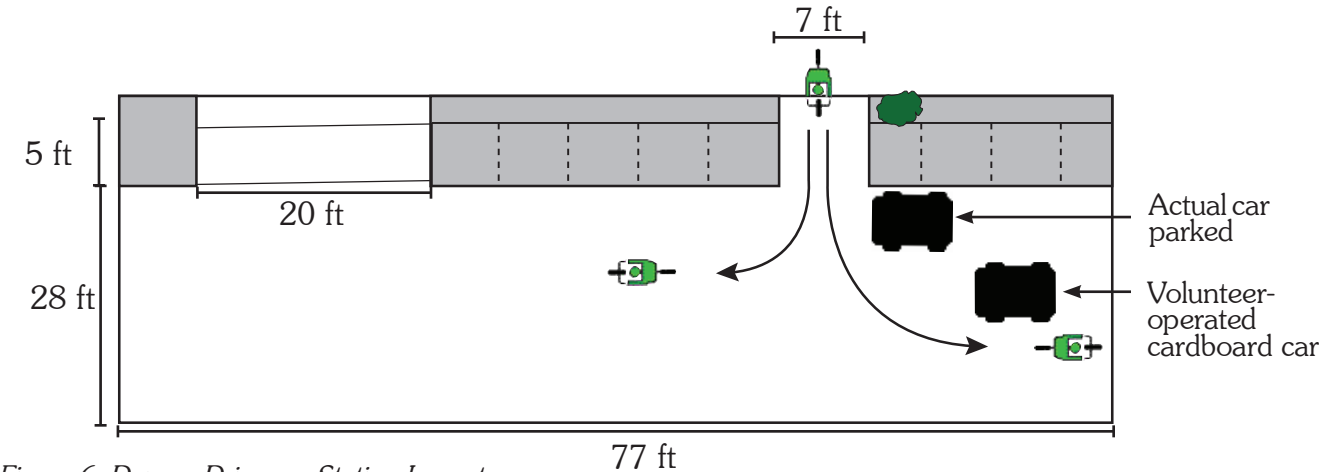


Figure 6: Demon Driveway Station Layout (Can be run concurrently as part of Safe on Sidewalks and Crazy Crossroads)

Procedure

Have participants think about the driveways and alleys they use to get to the sidewalk and street and some of the things in the street that block their vision.

Explain that they should pretend they are in their neighborhood waiting on the curb or at the mouth of a driveway or alley waiting to enter the street. They should look left, right, left, and right for traffic, wait for there to be no traffic, then turn onto the street using a Power Pedal. Have them practice turning left and right into the street and going onto the correct side for their direction of travel.

Teach the participants to walk bicycles from the place where they are parked to the place where they will enter the street, such as from their garage to the end of the driveway. This step removes the temptation to continue riding out into the road without first stopping and checking for traffic. If they cross the sidewalk while walking their bike, they should first check to make sure no one is walking or biking on it.

Bicyclists should stop at the mouth of the station's driveway and check for traffic. The "car" holder will be changing the traffic often and randomly (holding the car up means traffic; to their side means no traffic). If there was traffic the first time they looked, see that they look again to make sure there is no traffic. The bicyclist should proceed onto the street when it is safe to do so.

What To Look For

- Did the participant stop at the end of the driveway where they can see and be seen by traffic?
- Did the participant look left, right, left, and right again?
- Did the participant use the Power Pedal successfully?
- If there was traffic the first time they looked, do they look left, right, left, and again?
- When they enter the roadway, do they end up on the correct side for their direction of travel?

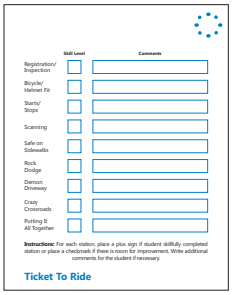
As discussed in greater detail in Station 3: Starts and Stops, a Power Pedal occurs when the bicyclist prepares for takeoff by positioning a pedal in the ten o'clock position. This allows for quick momentum and minimal hesitation when the coast is clear. Traffic conditions can quickly change, so a fumble at the takeoff can make it difficult to safely enter the roadway.

Cardboard Car
Courtesy: Lois Chaplin

Questions

- Do you ride down a driveway to get to the street or sidewalk at the start of a bike trip?
- Do you ever stop at the end of the driveway?
- Why is it important to stop at the end of the driveway?
- Do you usually look for traffic and people walking on the sidewalk or along the street?
- Why might a motorist be unable to see you?
  Basic answer: I'm shorter than some of the things that block my view and the view of others looking my way.
- What side of the roadway should you be biking on?
  Basic answer: the right-hand side

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station's content, and providing constructive feedback.


Skill Level
Comments
Registration/ Inspection
Bicycle/ Helmet Fit
Starts/ Stops
Scanning
Safe on Sidewalks
Rock Dodge
Demon Driveway
Crazy Crossroads
Putting It All Together
Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.
Ticket To Ride

Station 7: Crazy Crossroads

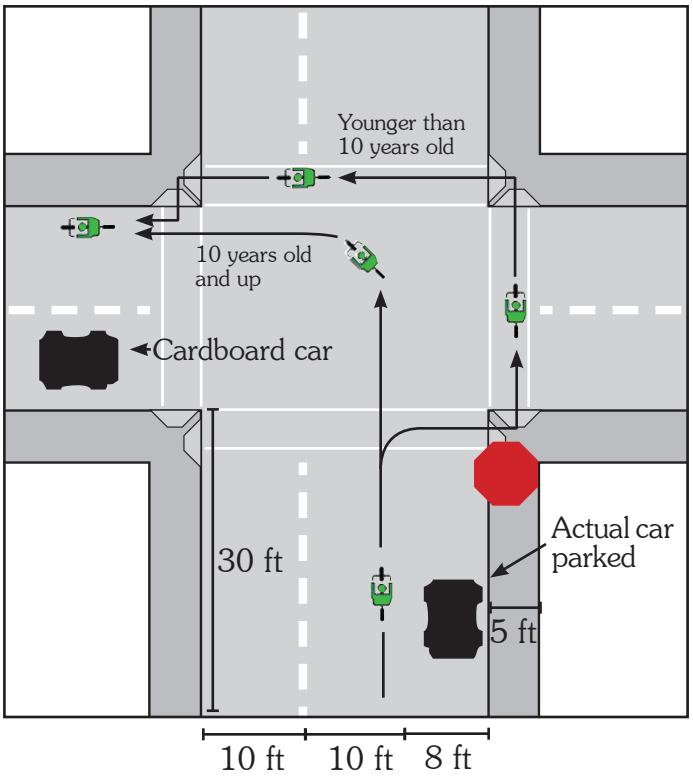


Figure 7: Crazy Crossroads Diagram

Stop line at stop sign.
Courtesy: drivinginstructorblog.com

As discussed in greater detail in Station 3: Starts and Stops, a Power Pedal occurs when the bicyclist prepares for takeoff by positioning a pedal in the ten o'clock position. This allows for quick momentum and minimal hesitation when the coast is clear. Traffic conditions can quickly change, so a fumble at the takeoff can make it difficult to safely enter the roadway.

Objective

To teach participants appropriate behavior at intersections, i.e. to stop at stop signs, wait for traffic, look in both directions, position themselves for a Power Pedal, and cross when there is no conflicting traffic.

Background

Children too often don't think about the risk involved in not stopping at an intersection or the importance of looking in all directions for incoming traffic. They should learn to travel through intersections safely by stopping, looking for traffic, being seen, and signalling, if necessary, before proceeding.

Staff Needs

One station leader and at least one additional volunteer.

Materials

- Station Sign
- One or two cardboard cars
- Chairs or other means to hold stop sign
- Stop Sign
- Two real cars or bushes as sight obstructions (optional)
- Pedestrian(s) crossing the street (optional)

Procedure

As participants approach the stop sign, they should check sidewalks and crosswalks for pedestrians.

Participants should stop and wait behind the "stop line" (shown to the left) if anyone is about to cross, then pull just far enough forward to get a good view of traffic, put one pedal in the proper position for a **Power Pedal**, wait until the intersection is clear, signal, and cross the street.

Remind each rider that it is not safe to just follow a friend. They must look for traffic themselves to decide if it is safe to go. Their friend will wait for them in a safe location on the other side of the intersection.

Volunteers running this station will need to determine which left-turn technique to teach the participants. The two different methods can be seen in the station diagram.

Those less experienced, especially those riding on the sidewalk, should walk their bike along crosswalks (first going straight through the intersection, then going left on the crosswalk on the other side of the intersection). More experienced participants may be able to learn and safely use a left hand turn as they go through the intersection.

Proper roadway position is very important for bicyclists. When riders find themselves too far to the right on the roadway, they are less visible to motorists and less able to make a safe maneuver. Suggest that participants bicycle at least four feet from the edge of the travel lane.

Send the participant through the intersection with instructions to go straight or make a turn.

Let participants know that if two or more bicyclists are riding together, they can "take the lane" and bike abreast of each other (i.e. side by side), but that they should cross the intersection separately.

Courtesy: Davis Enterprise

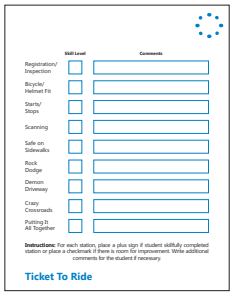
What To Look For

- Did the participant stop in the correct place?
- Did the participant move to where they can see and be seen?
- Did the participant look left, right, left and right before signaling?
- Did the participant prepare for a Power Pedal?

Questions

- What is an intersection?
- What might be in the way to block your view?
- Why might a car driver not see you?
- Why should you stop at all stop signs and red lights?
- If you're riding with a friend and s/he goes through an intersection ahead of you, should you assume it's safe for you to go through too?

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station's content, and providing constructive feedback.


Skill Level | Comments

Registration/ Inspection

Bicycle/ Helmet Fit

Starts/ Stops

Scanning

Safe on Sidewalks

Rock Dodge

Demon Driveway

Crazy Crossroads

Putting It All Together

Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.

Ticket To Ride

Station 8: Rock Dodge

Bicycle tire caught in drain grate
Courtesy: BikePortland

Optional: ***Set up two courses side-by-side with different spacing between the sponges to handle two proficiency groups.***

Objective
To teach bicyclists balance and control and how to avoid small, unexpected hazards while riding

Background
Bicyclists often fail to notice roadway hazards before it is too late. Negotiating road hazards is essential to biking safely and enjoyably.

Staff Needs
One station leader and at least one additional volunteer

Materials
- Station Sign
- Halved tennis balls, bean bags, sponges, or a piece of carpet shaped like a drain grate for obstacles

Procedure
This station is designed to simulate a situation where a bicyclist is traveling at a good speed down the roadway and suddenly encounters an obstacle. While a "fast" speed is relative to the age and ability of each rider, in most cases, the hazard appears suddenly, and riders need to react quickly.

The placement of pairs of sponges close together is designed to make sure the bicyclist doesn't simply make a big swerve around the "rock." When done properly, the rear wheel of the bicycle should pass just around the obstacle.

Start by asking participants to ride fast -- whatever that speed is for them. This will recalibrate their bicycling speed for this station, since the skill cannot be practiced at a snail's pace.

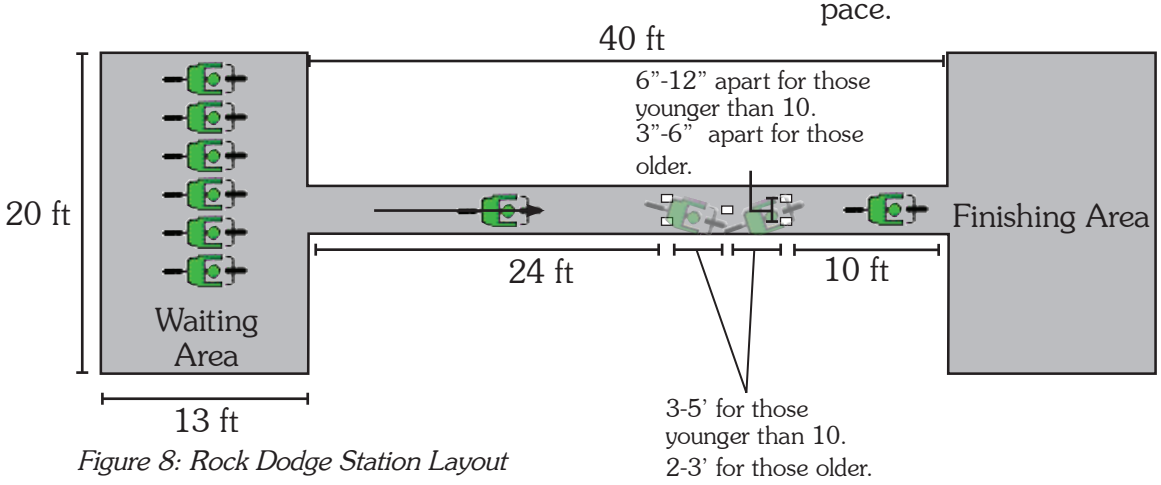


Figure 8: Rock Dodge Station Layout

Next, have participants ride straight toward the object and steer around it at the last moment. They should steer by turning the handlebars first one way (to avoid the object), and then turning back the other way to put the bike back on the original intended line of travel.

The biggest mistake participants can make with this exercise is not going fast enough toward the obstacle or making the maneuver too slowly, not because participants will always be riding at top speed, but because this station is designed to simulate an obstacle suddenly appearing.

Questions

- What kinds of hazards do you find while bicycle riding? *Basic answer: glass, rocks, drain grates, potholes, sticks, etc.*
- Why do you need to be careful? *Basic answer: to avoid falls, flat tires, or ending up in the path of a car*

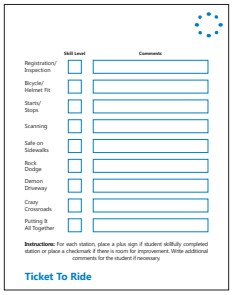
Discuss that it is important to avoid hazards without swerving.

- How fast do you usually ride?
- Have you had to avoid hazards riding in the past. If so, how?

What To Look For

- Do both front and back wheels avoid the hazard?
- Was there quick turning action?

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant's bike, commenting on how the participant handled the station's content, and providing constructive feedback.


Skill Level
Comments
Registration/ Inspection
Bicycle/ Helmet Fit
Starts/ Stops
Scanning
Safe on Sidewalks
Rock Dodge
Demon Driveway
Crazy Crossroads
Putting It All Together
Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.
Ticket To Ride


A student navigates the Rock Dodge course at speed

Station 9: Putting It All Together

Students put their bike safety skills to the test

Use a real roadway or intersection; consider setting up a group ride in a safe area

What To Look For

- Did the participant use the Power Pedal to start riding?
- Did the participant look left, right, left, and right before entering the roadway?
- Did the participant ride too close to parked cars, instead of the recommended four foot minimum distance?
- Did the participant show proper scanning technique before maneuvering into a turning position?
- Did the participant properly execute their turn?
- If riding on the sidewalk, did the participant safely pass a pedestrian by announcing her intent beforehand, and safely passing on the left?

Objectives

Participants benefit from practicign the skills learned in other bicycle rodeo stations.

Staff Needs

One station leader and multiple additional volunteers to act as pedestrians and cars.

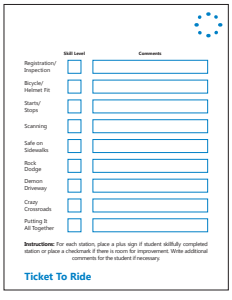
Materials

- Station Sign
- Multiple Cardboard cars
- Intersection or driveway
- Chairs or other means to hold stop sign
- Stop signs
- Real cars or bushes for sight obstructions (optional)
- Pedestrians crossing the street
- Hazards (Sponges, pylons, “drain grates”)
- Whatever else from previous stations you wish to include

Procedure

The procedure for this station depends on how rodeo organizers set it up. There will likely be elements incorporated from the Crazy Crossroads, Demon Driveway, Safe on Sidewalks, and Rock Dodge stations. Regardless, explain to participants that this station will test the bicycle skills they’ve learned in previous stations.

As participants complete this station, volunteers should complete the relevant row of the Ticket To Ride (Appendix pages 40-41) on the participant’s bike, commenting on how the participant handled the station’s content, and providing constructive feedback.


Skill Level
Comments
Registration/ Inspection
Bicycle/ Helmet Fit
Starts/ Stops
Scanning
Safe on Sidewalks
Rock Dodge
Demon Driveway
Crazy Crossroads
Putting It All Together
Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.
Ticket To Ride

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Evaluation

With planning, great volunteers, and enthusiasm, everyone honed their bicycling skills, learned something new, and had fun. In order to improve your event for next time and find out just how much students learned, hand out the post-survey to students and provide volunteers and parents with their evaluation forms. You can use the feedback from these cards to make your next bike rodeo even better! Sample post-survey and evaluation cards can be found in the Appendix.

Remember that depending on their reading level, some students may need the questions read to them one-on-one.

We want to know what worked and what didn't too. Send us an email at info@saferoutesga.org to tell us about your experience.

Thank you for taking the time to set up a valuable learning experience for the youth of your community.

Conclusion

At the end of your event, be sure to complete the following tasks as part of a whole-group debriefing:

- Hand out certificates of participation (examples found in Appendix)
- Ask the students debrief questions like "What did you learn?" and "What was your favorite part?"
- Thank volunteers
- Discuss the benefits of biking
- Talk about your school's Safe Routes to School program

Filling out a post-event evaluation

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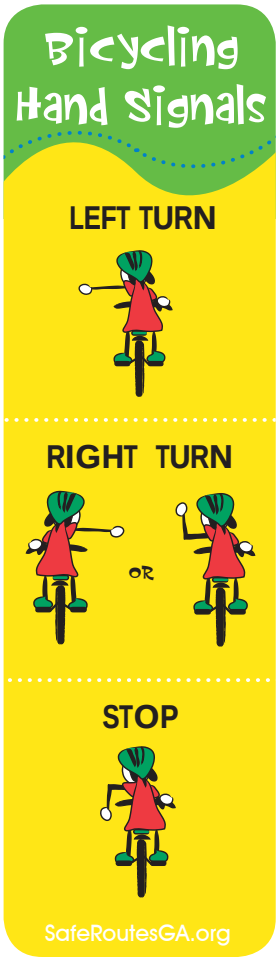
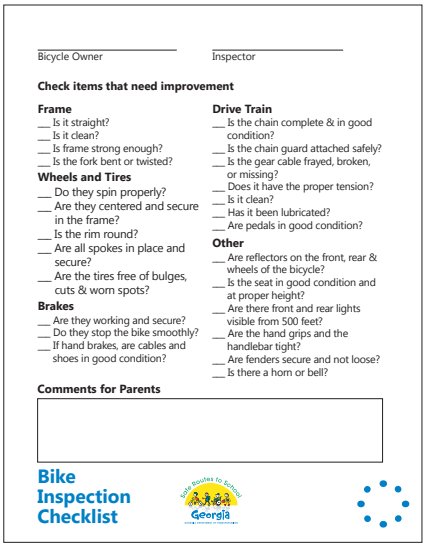
Cardboard Car
Courtesy: Lois Chaplin



Bike Hand Signals



Bicycle Owner _____ Inspector _____

Check items that need improvement

Frame
___ Is it straight?
___ Is it clean?
___ Is frame strong enough?
___ Is the fork bent or twisted?

Wheels and Tires
___ Do they spin properly?
___ Are they centered and secure in the frame?
___ Is the rim round?
___ Are all spokes in place and secure?
___ Are the tires free of bulges, cuts & worn spots?

Brakes
___ Are they working and secure?
___ Do they stop the bike smoothly?
___ If hand brakes, are cables and shoes in good condition?

Drive Train
___ Is the chain complete & in good condition?
___ Is the chain guard attached safely?
___ Is the gear cable frayed, broken, or missing?
___ Does it have the proper tension?
___ Is it clean?
___ Has it been lubricated?
___ Are pedals in good condition?

Other
___ Are reflectors on the front, rear & wheels of the bicycle?
___ Is the seat in good condition and at proper height?
___ Are there front and rear lights visible from 500 feet?
___ Are the hand grips and the handlebar tight?
___ Are fenders secure and not loose?
___ Is there a horn or bell?

Comments for Parents

Bike Inspection Checklist

Ticket To Ride
Bike Inspection Side

Glossary

Balance Bike
A bicycle without pedals designed for those learning how to ride a bicycle. Users begin by walking while standing over the bike seat, then progress to walking while sitting in the seat, striding and gliding while sitting in the seat, and then riding a normal bicycle. Balance bikes teach users how to steer and balance.

Cardboard Car
A hand-held prop, usually made of cardboard or foam core, with a drawing of a vehicle on it. This prop is used to simulate traffic. When the car holder has the cardboard car at her side, it means there is no traffic. When it is held in front of her, it means there is traffic approaching. (Photos of all props are in the appendix.)

Georgia Safe Routes to School Resource Center
The Georgia Safe Routes to School Resource Center assists K-8 schools with services that may include (but are not limited to) the following:

- Developing a customized Safe Routes to School plan
- Conducting walkability/bikability assessments
- Developing bike/ped safety trainings
- Hosting a Walk to School Day event
- Coordinating with local planners, engineers, and law enforcement regarding school safety issues

Hand Signals
Bicyclists are required by law to indicate their intent to turn by using hand signals. A left turn signal is made by extending the left arm. A right turn can be made by either bending the left arm up at the elbow or extending the right arm. (Point in the direction you want to go!) When working with children, first make sure they can handle a bicycle and feel comfortable taking one hand away from the handlebars before they attempt to make a turn signal. Signaling should be taught to participants in conjunction with scanning.

Ticket To Ride
A Ticket To Ride is used to track a participant's progress through the bike rodeo. Printed on

cardstock, it hangs from the handlebars of each participant's bicycle using a rubber band. It includes space for notes about the bike's inspection and comments about the bicyclist's performance at each station (sample in appendix). Participants keep the Ticket To Ride after the bike rodeo.

Lane Position

Lane position refers to where a bicyclist rides on the roadway in relation to the edge of pavement. Lane positioning is important when riding along the roadway and when traveling through an intersection. A common error among bicyclists is to be too far to the right and, thus, not be seen by a motorist. If a bicyclist makes a left hand turn from the right curb, she is at great risk of being hit by a motorist (oncoming or from behind). Bicyclists should be at least four feet from the edge of the street or from parked cars.

Finally, it's very important for all bicyclists to remember that walking a bike through the crosswalks at an intersection that they're uncomfortable bicycling across is always an option.

The League of American Bicyclists

A national advocacy organization dedicated to creating a Bicycle Friendly America for everyone.

Low Stress Roadway

Bicyclists choose where they ride based on how comfortable and safe they feel. Bicycle level of stress is based on the assumption that bicyclists not only want to ride on a street that's physically easy to ride on, but that they also want to limit the stress that results from conflict with cars and trucks, as well as having to concentrate for long periods of time while riding on busy and fast roadways. Low stress bicycle facilities are best for children. These include streets with speed limits 25 miles per hour or less and not many cars; streets with bike lanes, speed limits 25 miles per hour or less, and two or three travel lanes; trails and greenways; and bicycle facilities protected from traffic by curbs, parked cars, or some other means of separation from traffic.

Power Pedal

A fast, efficient start-up maneuver. Straddle the bike with one foot on a pedal placed in the "two o'clock" position. Start by pushing down with that foot and have the second foot ready for the second pedal. Sit on the seat and continue pedaling.

Power Pedal Start Position
Courtesy: Lois Chaplin

Safe Kids Georgia
This organization promotes changes in attitudes, behaviors, laws and the environment to prevent accidental injury to children. Bike rodeo organizers should consider reaching out to local Safe Kids chapters to see if they have helmets that could be given out to bike rodeo participants. Their website is www.safekidsgeorgia.org.

Scan or Scanning
The technique of looking around for traffic, especially behind you. Bicyclists must remember to look for traffic, and must be able to look behind without dangerously unintentionally swerving from their line of travel.

Sidewalk
A paved pathway for people to walk on, usually alongside a roadway. According to Georgia law, no one older than 12 can legally ride a bicycle on the sidewalk. Once bicyclists are about 10 years old and have developed some basic handling skills, they are generally safer on the street. Sidewalks have a number of hazards for fast moving bicyclists, including pedestrians, driveways, and side streets. Additionally, at intersections, motorists do not expect bicyclists to come from the sidewalk, which can create a dangerous situation.

Station
A module in a bike rodeo. Each station teaches a different bicycle safety skill.

Station Leader
The person responsible for facilitating a certain station. The station leader instructs participants, asks questions, and demonstrates appropriate bicycling behavior.

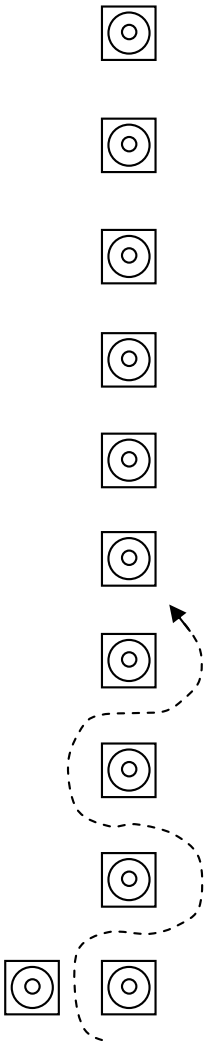
"Take the Lane"
A phrase that refers to when one or many bicyclists ride in the center of a travel lane. There are many reasons for taking the lane, including the lane being too narrow for motorists to safely pass and debris and hazards along the right edge of the roadway.

Volunteer
A person assisting the station leader at a station. The volunteer may help organize participants, use station props, reset station objects after they've been moved, and any other tasks suggested by the station leader.

Warmup Pit
The optional area of the bicycle rodeo where participants can practice riding under supervision of volunteers.

Serpentine/Slalom
A skill building exercise which develops a bicyclist's coordination and balance. The course is usually set up with traffic cones placed four to six feet apart; the bicyclist maneuvers through and around them. A rough course diagram is at right.

Slow Race
A skill building exercise which helps bicyclists hone their low speed balance skills. The race course is approximately 75 feet long with one-foot wide lanes. Contestants start the race together, and the last one across the finish line (no weaving or placing a foot on the ground) wins.



Example Serpentine Course
Courtesy: Lois Chaplin

Appendix

Participant Name

Completed The

School/Organization Name

Safe Routes to School

Georgia

GEORGIA DEPARTMENT OF TRANSPORTATION

Georgia Safe Routes to School Resource Center

Bike Rodeo

Organizer Signature

Date

Participant Name

Completed The

School/Organization Name

SAFE ROUTES TO SCHOOL GEORGIA

Georgia Department of Transportation

Bike Rodeo

Organizer Signature

Date

SAFE ROUTES TO SCHOOL GEORGIA

Georgia Department of Transportation

WHAT:

WHY:

WHERE:

WHEN:

STAY IN TOUCH!

Safe Routes to School

Georgia

GEORGIA DEPARTMENT OF TRANSPORTATION

What:

Why:

Where:

When:

STAY IN TOUCH!

Print Double Sided Top-Bottom.

Bicycle Owner

Inspector

Check items that need improvement

Frame

___ Is it straight?
___ Is it clean?
___ Is frame strong enough?
___ Is the fork bent or twisted?

Wheels and Tires

___ Do they spin properly?
___ Are they centered and secure in the frame?
___ Is the rim round?
___ Are all spokes in place and secure?
___ Are the tires free of bulges, cuts & worn spots?

Brakes

___ Are they working and secure?
___ Do they stop the bike smoothly?
___ If hand brakes, are cables and shoes in good condition?

Drive Train

___ Is the chain complete & in good condition?
___ Is the chain guard attached safely?
___ Is the gear cable frayed, broken, or missing?
___ Does it have the proper tension?
___ Is it clean?
___ Has it been lubricated?
___ Are pedals in good condition?

Other

___ Are reflectors on the front, rear & wheels of the bicycle?
___ Is the seat in good condition and at proper height?
___ Are there front and rear lights visible from 500 feet?
___ Are the hand grips and the handlebar tight?
___ Are fenders secure and not loose?
___ Is there a horn or bell?

Comments for Parents

Bike Inspection Checklist

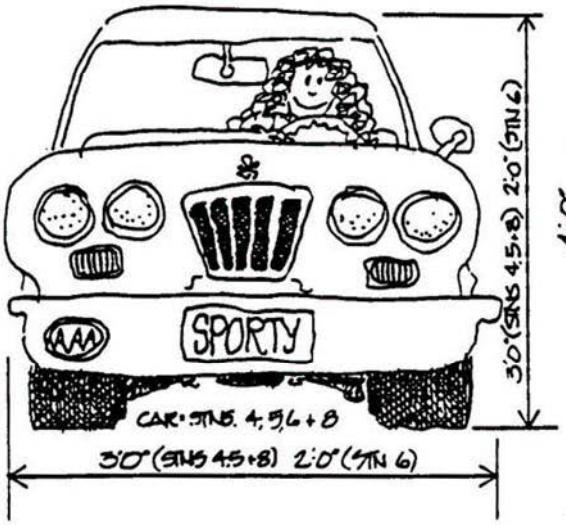
	Skill Level	Comments
Registration/ Inspection		
Bicycle/ Helmet Fit		
Starts/ Stops		
Scanning		
Safe on Sidewalks		
Rock Dodge		
Demon Driveway		
Crazy Crossroads		
Putting It All Together		

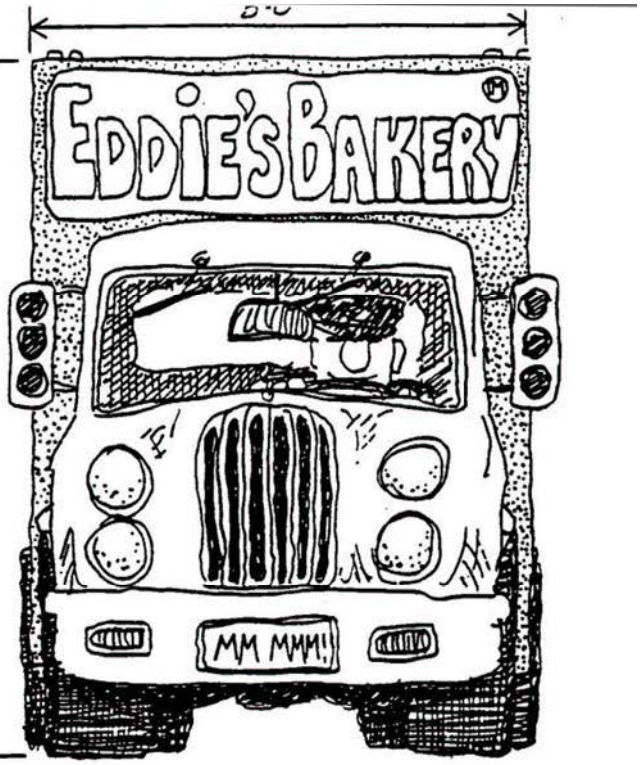
Instructions: For each station, place a plus sign if student skillfully completed station or place a checkmark if there is room for improvement. Write additional comments for the student if necessary.

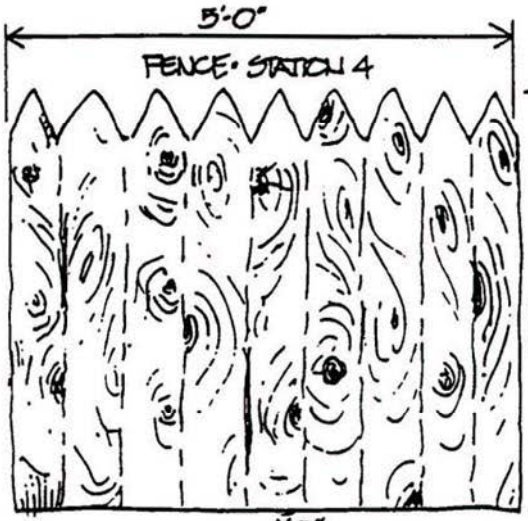
Ticket To Ride

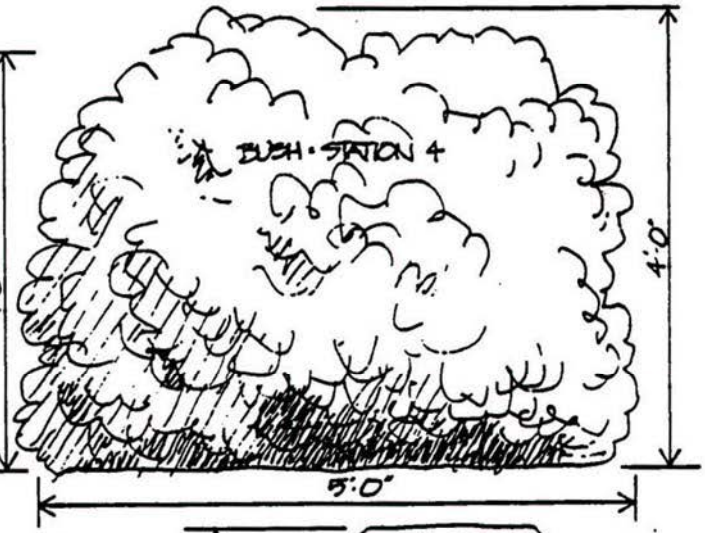
Sample props

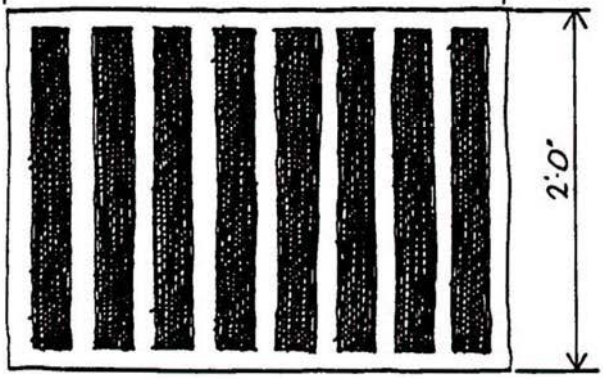
Use these as patterns or create your own cardboard cut-outs.

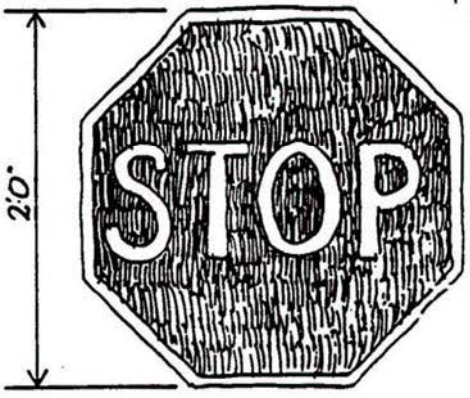












Bike Rodeo News Release

The template news release on the next page can be tailored to officially engage the media about your upcoming bike rodeo. The news release can be used to attract both event participants and positive media attention.

Using the Template

- Fill in the bracketed areas with your organization/event information
- Logo: We encourage you to use the Georgia Safe Routes to School logo, and to add your organization's logo as well. You may also choose to print the news release on your organization's letterhead.
- Contact Information: It is important to choose a point person for the news release who will be available both once the release is distributed and throughout the event. Use the contact phone number that has the greatest likelihood of reaching the person.
- Length: The ideal news release is no longer than one page in length.
- Identify Media Contacts: If you are working with a school on this bike rodeo, consider reaching out to that school district's communications staff to get a list of media contacts to reach out to.
- Distribution: A few days or the day before the event, distribute the release to local media contacts (television, radio, newspaper, and news websites). Email, fax, mail, tweet, Facebook, and hand-delivery are all ways to distribute the release.
- Materials: Have copies of the news release available at the event. In addition, you may also compile a press kit, including fact sheets and backgrounders.
- Encourage: Suggest that a reporter with school-age children bring her/him to participate in the event.

.

For immediate Release
[Release date] [Logo here]

Contact:
[Name, number and email]

[City, County, area] school(s)/organization(s) Teach Safe Bicycling with Upcoming Bike Rodeo on [Date]

[City, State] -- [Name of School, participating organizations, etc.] in [city or county] will hold a bike rodeo on [Date] at [Time] to help students learn biking skills. The event features stations that teach participants how to properly maintain a bike, fit a bike and a helmet, ride safely in the street and sidewalks, and negotiate driveways and intersections. All participants will have a chance to learn, practice, and demonstrate their bicycle handing skills in a fun, noncompetitive atmosphere. Bring a bicycle and a helmet!

Event organizers expect [number] of people to participate and encourage all interested to register for the event at [Link] or talk to their teachers at [School Name]. Those interested in volunteering at the bike rodeo, especially high school students interested in satisfying part of their community service graduation requirement, should contact [Name] at [Phone Number] to learn more. Upon completing the bicycle rodeo events, participants will receive [awards, certificates, etc.] and be entered i drawing to win [award name].

n/a

For additional local information, please contact [name] at [phone number, if possible, give a cell phone number that allows media to contact the individual during the event.]

Established in August 2009, ***the Georgia Safe Routes to School Resource Center*** *works with elementary, middle, and high schools to create school-based SRTS teams aimed at encouraging children to walk and bike to school safety. The Resource Center offers resources, materials, incentives, and technical assistance to schools interested in creating a local Safe Routes to School program. School Outreach Coordinators provide program support and guidance to Partner schools. School-based Safe Routes to School program activities are centered on Education, Encouragement, Enforcement and Evaluation. The Resource Center's five school outreach coordinators have established partnerships with over 411 schools. More than 180 local, regional and state agencies and organizations are Friends of the Safe Routes to School program. For more information, visit www.SafeRoutesGA.org or call 1.877.436.8927.*

Bike Rodeo
Student Pre-Survey

Name_____

How can you tell if your helmet is fitted securely on your head?

Do you use bicycle hand signals? What are the signals you use?

When crossing a street on your bike, do you look both ways for traffic? Do you cross in the crosswalk?

Bike Rodeo
Student Post-Survey

Name_____

What are the four steps of helmet fitting?

What are the three bicycle signals? When are they used?

If your friends are crossing a street, is it safe for you to follow them? How do you safely cross a street?

Bike Rodeo Volunteer Survey

Name_____

Did the event seem well run? Were event instructions clear and explained well?

Did you feel you had the appropriate amount of responsibility? Were there enough volunteers?

What could be improved for next time?

Are you willing to help with another bike rodeo in the future?

Bike Rodeo Volunteer Survey

Name_____

Did the event seem well run? Were event instructions clear and explained well?

Did you feel you had the appropriate amount of responsibility? Were there enough volunteers?

What could be improved for next time?

Are you willing to help with another bike rodeo in the future?

Bike Rodeo Parent Survey

Name_____

Child's Name_____

Did the event seem well run and meet your expectations?

Were there any skills you wish had been taught that weren't?

What did you learn today about safe bicycling?

Are you more willing to let your child bike to school now? If not, what additional training is needed or what else need to change?

Bike Rodeo Parent Survey

Name_____

Child's Name_____

Did the event seem well run and meet your expectations?

Were there any skills you wish had been taught that weren't?

What did you learn today about safe bicycling?

Are you more willing to let your child bike to school now? If not, what additional training is needed or what else need to change?

Bike Rodeo
Permission Slip & Photo Video Release

Participating Child's Name: _____

The above named child has my permission to participate in the Bike Rodeo that is being conducted by the **Organizer:** _____ at **Location:** _____ on **Date:** _____ for the purpose of teaching bicycle safety skills. This workshop is not a contest or trick riding program. I agree that my child will obey the rules set down by the staff conducting the workshop to maintain a safe environment.

Parent/Legal Guardian's Name: _____

Parent/Legal Guardian's Signature: _____ Date: _____

- ☐ My child has a bicycle s/he will be bringing to the Bike Rodeo.
- ☐ My child has a helmet s/he will be bringing to the Bike Rodeo.
- ☐ My child does not know how to ride a bicycle.
- ☐ My child's bicycle can be shared with other students who don't own bicycles at this event.

I hereby give permission for images of my child, captured during the Bike Rodeo through video, photo and digital camera, to be used solely by **School/Organization:** _____ and the Georgia Safe Routes to School Resource Center in promotional material and publications, and waive any rights of compensation or ownership thereto.

Participating Child's Name: _____ Age: ____

Parent/Legal Guardian's Name: _____

Parent/Legal Guardian's Signature: _____ Date: _____

Parent/Legal Guardian's Email Address: _____

Safe Routes to School
Georgia
GEORGIA DEPARTMENT OF TRANSPORTATION

BIKE RODEO
PERMISSION SLIP & PHOTO VIDEO RELEASE

Return by Date: _____

Participating Child's Name: _____

The above named child has my permission to participate in the Bike Rodeo that is being conducted by the **Organizer:** _____ at **Location:** _____ on **Date:** _____ for the purpose of teaching bicycle safety skills. This workshop is not a contest or trick riding program. I agree that my child will obey the rules set down by the staff conducting the workshop to maintain a safe environment.

Parent/Legal Guardian's Name: _____

Parent/Legal Guardian's Signature: _____ Date: _____

- ☐ My child has a bicycle s/he will be bringing to the Bike Rodeo.
- ☐ My child has a helmet s/he will be bringing to the Bike Rodeo.
- ☐ My child does not know how to ride a bicycle.
- ☐ My child's bicycle can be shared with other students who don't own bicycles at this event.

I hereby give permission for images of my child, captured during [Event Name] through video, photo and digital camera, to be used solely by [Organization/School Name] and the Georgia Safe Routes to School Resource Center in promotional material and publications, and waive any rights of compensation or ownership thereto.

Participating Child's Name: _____ Age: ____

Parent/Legal Guardian's Name: _____

Parent/Legal Guardian's Signature: _____ Date: _____

Parent/Legal Guardian's Email Address: _____

SAFE ROUTES TO SCHOOL GEORGIA

Georgia Department of Transportation

Sample Parent Letter/ Email – Before Event

Dear Parent,

Your child has the opportunity to participate in an event that will give her or him a chance to learn about, and practice, safe bicycling skills. The Bicycle Rodeo includes a safety inspection and a series of skills stations directly related to everyday bicycling situations. Participants will practice starting and stopping, riding on the sidewalk, the safe way to exit a driveway, how to look for traffic, negotiating an intersection, and avoiding common road hazards. [Tailor this paragraph to describe what skills the bike rodeo will actually include.]

[Date] [Time] [Location]

Please encourage your child to attend this worthwhile event. S/he will need to bring a bicycle, a helmet, and a signed permission slip. There is no charge for participating, and parents are encouraged to ride along. Why don't you bring your bicycle and join the fun?

This program is being sponsored by [Your Organization]

Sincerely,

[Event Organizer Name]

Another option for organizers: Send home the hang tag along with the permission slip and ask the parents to fill it out with their child and bring it to the event.

Sample Parent Letter/Email – After Event

Dear Parent,

Today your child learned some basic bicycling skills and safety tips. S/He is well on her/his way to reaping the lifelong health benefits that safe bicycling brings.

Thank you for bringing your child to the bike rodeo. But your job isn't over!

Your next task is to reinforce the behaviors learned today. The overarching safety principle discussed today was "predictability." Being a more predictable bicyclist is being a safer cyclist and allows pedestrians and motorists to anticipate the bicyclist's movements.

Bicycling will help your child become healthier, more independent, and more engaged with the world around her/him. Here are some points to stress with your child to make sure her/his rides are just as safe as they are fun:

- RIDE WITH TRAFFIC: In keeping with the "predictability" principle, when your child is riding in the street, they should ride in the direction of traffic. This is because riding against traffic puts bicyclists where motorists least expect them. Bicyclists riding with traffic are in a more predictable place to motorists.

- STOP AND LOOK BEFORE ENTERING A STREET: Riding into the street without stopping is a very unpredictable behavior and can put your child in an unsafe situation. Explain to your children that they must get in the habit of always stopping and looking for traffic at the end of a driveway, parking lot, or alley. Have them practice by looking left, then right, then left again, and right again.

- STOP AT ALL STOP SIGNS AND RED LIGHTS: This practice greatly increases predictability. Often, kids break this rule when riding with friends or when they are distracted. Stopping for traffic control devices should be stressed so it becomes a reflex.

- LEARN TO SCAN/LOOK BEHIND FOR TRAFFIC: Many kids have been taught to signal before turning, but not enough attention has been placed on looking behind them first. Explain to your child that scanning allows them to pick the most predictable, safest time to signal and turn.

- WEAR A HELMET: In Georgia, all bicyclists under the age of 16 must wear a helmet when riding a bike. According to the law, helmets must meet either American National Standards Institute or Snell Memorial Foundation impact standards (https://georgiabikes.org/index.php/resources/35/76-ga-bicycle-laws). Local bike shops and health departments are generally aware of special programs that could be set up to offer helmets for very reasonable prices. It is highly recommended that bicyclists of all ages wear a CPSC approved helmet while bicycling, especially parents and other adults who set an example for others. Most helmets come with sizing pads to help ensure proper fit. Adjust the straps so the helmet sits level and snug.

- RIDE THE RIGHT SIZE BICYCLE: Riding a property fitted bicycle is an important aspect of safe riding. A child should be able to stand flatfooted over the bike with at least an inch of clearance above the top tube. S/he should be able to adequately reach the pedals while seated (slight bend in knees). Riding a bicycle that is too big or too small can be dangerous for children. While ill-fitting hand-me-down bicycles may appear to make financial sense, they can put your child in harm's way. There are many programs locally that match affordably-priced, appropriate size bicycles with children who want to ride. Consider reaching out to your local bicycle shop or bicycle club to learn more about programs in your area. Contact information for local bicycle clubs and shops can be found by searching the Connect Locally section of the League of American Bicyclists' website using your ZIP Code: http://bikeleague.org/

- MAKE YOUR OWN DECISIONS: Stress to your child that she or he needs to stop, look, and decide for him or herself if the road is clear before crossing a street or making a turn. It is not safe to just follow a friend. Also, as a parent or guardian, you are in a position to help your child decide where it is safe to ride. Be aware of the road conditions around your home, and work with your child to figure out the safest places to ride.

A FINAL NOTE

Having her or his own transportation gives your child mobility, responsibility, and a sense of freedom which will help their personal growth. Thank you for allowing your child to participate and for helping them learn how to do it safely. If bicycling is not already a family activity, give it a try!

Learn more about bicycle and pedestrian safety at these great websites: saferoutesga.org, georgiabikes.org, saferoutesinfo.org, bikeleague.org, and pedbikeinfo.org

For further information contact [Contact Information]

Sincerely,

[Your Name]