

READY TO RIDE

BEFORE OFF-CAMPUS BICYCLING CHECKLIST



PRE-TRIP PLANNING

<input type="checkbox"/>	Get administration approval
<input type="checkbox"/>	Pre-ride the route
<input type="checkbox"/>	Talk to school nurse (general trip plan. specific student's needs. get first aid kit.)
<input type="checkbox"/>	Route Map or destination with main office secretary
<input type="checkbox"/>	All leaders' cell phones with main office secretary
<input type="checkbox"/>	Trip communication to parents: Use standard district field trip slip. Include "by bicycle" and the destination. Think about other expectations or what else you want to communicate to parents about trip.
<input type="checkbox"/>	Ride leader plan: assign duties to lead, sweep, stop traffic, handle repairs
<input type="checkbox"/>	Supervision: Assign adult staff to all groups or make sure volunteers have completed background checks (Policy 1450.II.E)
<input type="checkbox"/>	Ratios (general field trip is 1:5 grades 4-5; 1:10 grades 6-8)
<input type="checkbox"/>	All field trip permission slips turned in.



KNOW THE LAWS

<input type="checkbox"/>	Obey all traffic markings and signals
<input type="checkbox"/>	Ride with traffic (& don't ride on sidewalks in business districts)
<input type="checkbox"/>	Ride single file (two abreast only if not impeding normal and reasonable traffic flow)
<input type="checkbox"/>	Signal turns 100' ahead then use both hands to steer in corner
<input type="checkbox"/>	At least one hand on the handle bar at all times.



ASSESS STUDENT RIDING SKILLS

<input type="checkbox"/>	Follow verbal directions from bike leader
<input type="checkbox"/>	Can start and stop (use brakes—coaster or hand)
<input type="checkbox"/>	Can ride in a straight line
<input type="checkbox"/>	Can ride in a straight line and scan behind (?)
<input type="checkbox"/>	Can avoid obstacles
<input type="checkbox"/>	Can signal turns (not essential for a group ride with leaders who are signaling)



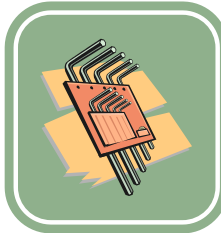
HELMET & BICYCLE CHECKS

<input type="checkbox"/>	All helmets properly fitted: (Eyes-Ears-Mouth system)
<input type="checkbox"/>	Bicycle properly fitted (and in working order):
<input type="checkbox"/>	All bikes complete ABC Quick Checks : A ir in tires, wheels true; B rakes; C rank, chain cassette; Q uick releases, over all check .



BRING

<input type="checkbox"/>	ALL leaders and school's cell phone numbers written or programmed into phone.
<input type="checkbox"/>	Student list and contact information.
<input type="checkbox"/>	First aid kit in bottle: gloves, wipes, band aids, gauze, hand sanitizer, guidance card
<input type="checkbox"/>	Route map and destination information (all leaders)
<input type="checkbox"/>	Water and food. Or plan for it.
<input type="checkbox"/>	Reflective vests for all leaders
<input type="checkbox"/>	Repair equipment (see below)



REPAIR KIT/PLAN

<input type="checkbox"/>	Plan for bicycle maintenance: (Examples: a volunteer who can handle basic maintenance issues OR a person at school who can be called to pick up student/bike.)
<input type="checkbox"/>	Basic maintenance equipment includes: Spare tubes, various sizes, tire pumps, tube allen wrenches, crescent wrenches, duct tape, string & wire, cable ties, Chain tool Lubricants: grease, chain lubricant, derailleur lubricant Spare parts? repair kit, boots for tire, Tire levers
<input type="checkbox"/>	
<input type="checkbox"/>	



WEAR

<input type="checkbox"/>	All laces tied and (closed toe shoes recommended.)
<input type="checkbox"/>	Pants rolled or tied with rubber bands
<input type="checkbox"/>	No clothes tied around waist or dangling from handle bars
<input type="checkbox"/>	Light, brightly colored, reflective clothing is ideal
<input type="checkbox"/>	Leaders wear reflective vests

Find editable MPS BICYCLE PERMISSION SLIPS at
http://nutritionservices.mpls.k12.mn.us/mps_teacher_resources_wbf

MPS SRTS website: <http://nutritionservices.mpls.k12.mn.us/sr2s>