

ORGANIZING A BIKE SKILLS COURSE

Everything you need to know to host



Photo courtesy: Greenfield Recorder

RIDE *togetherPierce.com*

For more questions please email us at:
RideTogether@PierceCountyWA.gov

Table of Contents

Introduction and Important Notice	1-2
Timelines and Preparations Checklist	3-4
Materials	5
Bike Skills Obstacle Course	6-7
Bike Skills Course Map	8
Pre-Checks	9-11
Poster	12
Certificate of Participation	13



Introduction

What is a Bike Skills Course?

Bicycle skills courses are a fun way to break the ice for children and adults getting into bicycling. Bike skills courses are organized events to educate the community about the importance of bike riding safely through miniature riding course to practice their bike riding skills, pre-ride bike check tutorials, and more!

Our mission at Ride Together Pierce is to champion the use of sustainable transportation options amongst residents, businesses, commuters and day trippers alike in Pierce County.

We strive to equip the community with resources and information that support sustainable transportation. Our goal is to help Pierce County reduce carbon emissions, alleviate traffic congestion, and promote cleaner air to breathe.

Why Bike Safety is Important

Bike skills courses are a great way of introducing those foundational skills that teach confident safe riding.



Photo courtesy: istock user: Rawpixel

Important Notice

As much as we hope that every event we plan will go off without a hitch, accidents can happen. This is why it's crucial to have a discussion with your organization's lawyer about potential risks.

If you decide to proceed with the event, you may want to consider having participants and volunteers sign waivers, releases, or permission forms. Keep in mind that every organization is different and should determine for itself what forms or procedures are necessary.

Please note that while Pierce County's bike skills course forms are public records, they are not provided in this Bike Skills Kit.

It's important to remember that this section of the timeline is not legal advice. We are not lawyers and cannot offer individualized legal counsel. However, we encourage you to talk to your own lawyer to ensure that your event is as safe and successful as possible.

Timeline and Checklist

3 Weeks Before the Event:

- Confirm the number of participants and ensure you have enough supplies for everyone.
- This skills course will require at least six volunteers. Recruit additional volunteers, if needed.
 - At least one volunteer for the main table, one volunteer for pre-checks station, and at least one volunteer for each obstacle course station.
- Conduct a test run of the obstacle course and challenges to fine-tune any arrangements.

2 Weeks Before the Event:

- Coordinate with local media for event coverage and promotion.
- Purchase prizes or medals for the participants, if desired.
- Prepare a schedule for volunteers and assign responsibilities for the day of the event.

1 Week Before the Event:

- Confirm final arrangements with sponsors and volunteers.
- Set up event signage and banners at the location.
- Review safety protocols and emergency procedures with all volunteers.
- Assemble first aid supplies and ensure they are easily accessible during the event.
- Prepare a checklist of all equipment and materials needed for the Bike Skills Course.

2-3 Days Before the Event:

- Reach out to registered participants and send them event reminders.
- Conduct a final inspection of the event location and make any necessary adjustments.
- Ensure you have enough water and snacks for the participants and volunteers.

Timeline and Checklist

Day Before the Event:

- Set up the obstacle course and challenges according to the layout plan.
- Make sure all equipment, including bicycles and helmets, are in good condition.
- Review the event schedule and make sure all volunteers are aware of their roles
- Decorate the event area and set up registration tables, if applicable.

Day of the Event:

- Arrive early to set up registration and check-in stations.
- Greet participants and their parents/guardians and ensure they sign the necessary forms.
- Conduct a brief safety briefing for all participants and volunteers.
- Begin the Bike Rodeo according to the planned schedule.
- Monitor the event, ensuring everyone follows safety rules and guidelines.
- Celebrate the participants' achievements and distribute prizes or medals at the end.

Day of the Event:

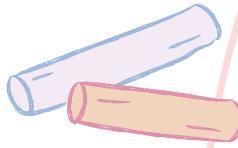
- Thank all participants, volunteers, sponsors, and supporters for their contributions. (Email)
- Collect feedback from participants and volunteers to improve future events.
- Clean up the event area and return borrowed equipment.
- Send out post-event communications, including photos and highlights, to participants and the community.
- Remember to have fun and enjoy the event while prioritizing the safety and well-being of all participants.

Good luck with your Bike Skills Course!

Materials

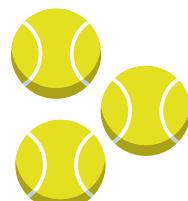
Skills Kit Components:

- 24 small cones
- 24 half tennis balls
- Street Signs
- Limbo Set
- First Aid Kit
- Allen Wrench Set
- Bike Pump
- Hand tools



Main Table Materials

- One table
- Basic office supplies
- Waiver forms
- Pens
- ABC Quick Check list
- Helmet fit guide
- Bike maps



Obstacle Course

Scan Out and Ride Out

Teach participants to stop and turn at the end of their driveways before entering the street or sidewalk and when approaching a driveway or an alley on a sidewalk.

Volunteer Instructions

Teach the importance of hand signing. Demonstrate how to properly and safely sign while biking. See Page 11. Rider will ride in the loop. Once the rider displays proficiency, they can pass and move on to the next obstacle.

Materials

Course sign



Photo courtesy: Bikelab.shop

Rock Dodge



To practice looking ahead and quickly avoiding hazards in the road like rocks, glass, and other debris that may appear suddenly.

Volunteer Instructions

Eyes on the riders, making sure that they get to the end of the course safe and sound.

Materials

Course sign, 16 half tennis balls, chalk for start and finish line

1
VOLUNTEER
MINIMUM



Photo courtesy: Stephen Matera from Cascade Bicycle Club

Obstacle Course

Cycling Limbo

Set up the limbo kit to appropriate height. The riders must ride their bikes under the poles without knocking them over. Gradually lower the height to increase the difficulty.

Volunteer Instructions

Demonstrate how to bike under the ribbon. Adjust the ribbon's height depending on the riders height.

Materials

Limbo Set



Photo courtesy: The British Cycling Organization

Slow Race

It's a race, but the opposite! To practice balance and control and be the last one to finish!

Materials

None needed.

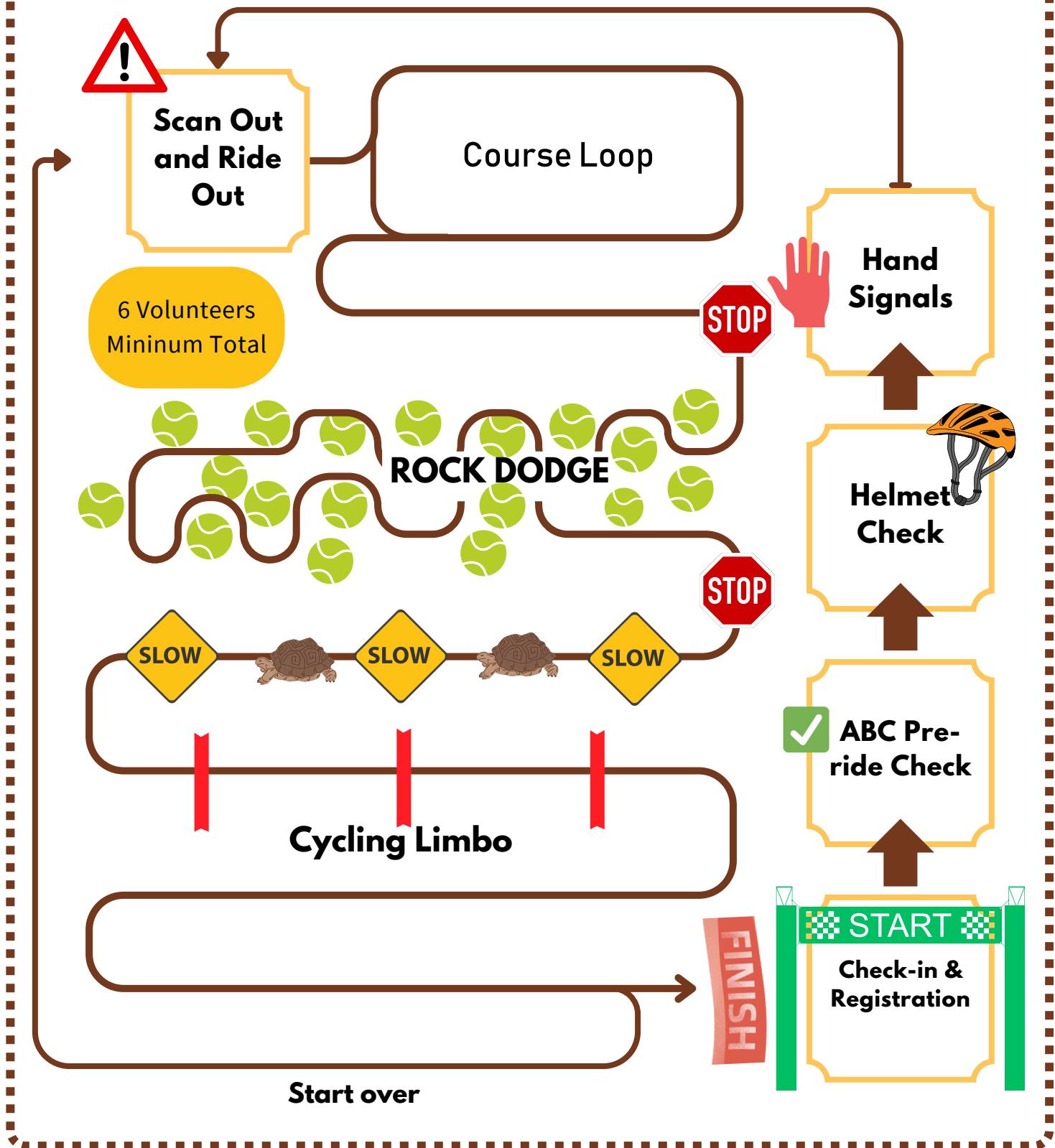
1
VOLUNTEER
MINIMUM

Volunteer Instructions

Teach the importance of proper speed when biking. Practicing how to ride slowly improves bike handling and feel. It's also just fun!



Course Map



ABC Pre-Ride Quick Check

B

B is for BRAKES, BAR, and BELL

Squeeze brake levers to make sure that they stop the bike. Inspect brake pads for wear, make sure it works. Inspect handlebars, make sure they are secure. Test bell.



A

A Is for AIR

Check if tires are inflated.
Inspect for worn, cracked,
or gouged tires.

C

C is for CHAIN and CRANK.

Adjust and lubricate. Test the
gears of the crankset. Check
chain health.

Helmet Sizing Guide



Eyes

Only TWO fingers should fit in the space between your eyebrows and the bottom of your helmet



Ears

Line your TWO fingers up with the straps; the V of your fingers should be right at your earlobe



Chin

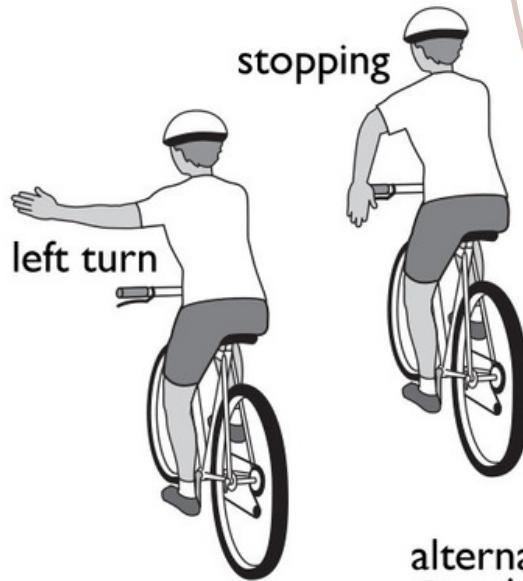
Hook TWO fingers between your chin. There should be no extra space

Photo courtesy: Montgomery County
Fire Department

Hand Signals

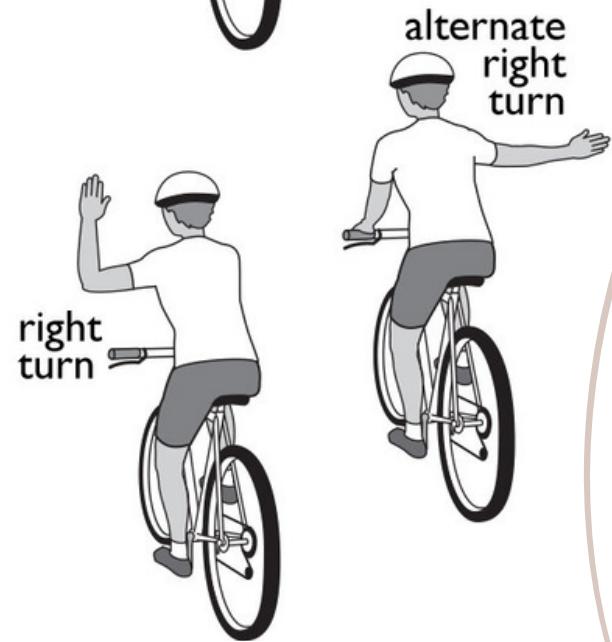
Left Turn

When biking, signal a left turn by extending your left arm fully to the side about 100 feet before the turn to alert others and keep your hands on the bike as you turn.



Right Turn

To signal a right turn, you can extend your right arm out to your side or extend your left arm out and turn it up at a 90-degree angle, depending on state regulations. It's important to make the signal around 100 feet before turning and keep your arm extended for about 3 seconds.



Stop

Cyclists often use a hand signal to indicate they are stopping or slowing down as most bikes don't have brake lights. To signal, extend your left arm out and bend it down at a 90-degree angle with your hand open.

Graphic courtesy: City of Portland

We want to ensure your safety while you ride. Although it's not required by state law, we recommend wearing a helmet when cycling in Pierce County. Most cities and counties in Washington State also require helmet use for all ages.

An Event About Bike Safety

THE BIKE SKILLS COURSE

Join your community to learn about safe biking,
and get a certificate for participating!

Register Today!



RIDE
together

Certificate Of Participation

★ This Award Is Proudly Presented To ★

We proudly present this certificate in recognition of their dedication to bike safety and demonstrating good bicycle handling skills and learning the rules of the road.

Date _____

Signature _____



Easy transportation options for the
Pierce Community