BIKE AND PEDESTRIAN SAFETY EDUCATION

Pre-Unit Preparations

There are several steps to prepare for the Bike and Pedestrian Safety Education Unit. This includes conducting several surveys and sending home permission slips as well as logistics about the equipment and needed volunteers. The next few pages will walk you through each step so you will be prepared to begin.

EVALUATION

The school districts taking part in this bike and pedestrian safety education unit play an important role in increasing the active lifestyles of children across Washington State. Measurement is a critical aspect of the project: it tells participants and funders whether and to what degree our efforts impact the transportation choices and safety behaviors of children.

The following measurement tools are required as part of the Safe Routes to School Bike and Pedestrian Safety Education Program Grant and are recommended for any other school teaching this unit. Distributing and collecting the surveys before the curriculum collects baseline data for the program. Two surveys are repeated at the end to assess the impact of the unit.

To help with logistics, each school district's grant point person will receive at the training enough copies of each survey and a self-addressed stamped box to return the surveys when completed. If you need additional copies, follow the instructions on the following pages.

While conducting the initial surveys, you will also want to send home the Bike and Pedestrian Safety Education Unit Permission Slip.

Surveys to be conducted before the unit:

- 1. Safe Routes to School Students Arrival and Departure Tally Sheet.
- 2. PRE-Survey: Student Self-Reported Behavior Survey.
- 3. Parent Survey About Walking and Biking to School.

Surveys to be conducted after the unit:

- 1. Safe Routes to School Students Arrival and Departure Tally Sheet.
- 2. POST-Survey: Student Self-Reported Behavior Survey.
- 3. Teachers: 2 online surveys (2 to 8 weeks and 6 months after this program).
- 4. Administrators: 1 online survey (6 months after this program).

BIKE AND PEDESTRIAN SAFETY EDUCATION UNIT PERMISSION SLIP

INSTRUCTIONS:

Send this permission slip home to parents/guardians at least one week before the unit. Collect permission slips from students before teaching Lesson 1.

Safety Education Program. Thereby release the facilitations, state, school datarits, school, its employees, volunteers and any program participation in the program. Parent or guardian signature Extra supervision is necessary to teach students to safely ride bikes. Bike experience is no necessary to volunteer. Vest I voucil tike to volunteer for one or more of the lessons Please check any dates you are able to volunteer on one for one of the lessons Please check any dates you are able to volunteer or one of the lessons Please check any dates you are able to volunteer on the list below, and return this form to the school. TRANK YOUI DATY AND TIME Bicycle Handing SAIIs DATY AND TIME Bicycle Statils on Roads		SCHOOL NAME SCHOOL ADDRESS
And on on bootcome devices and a set of	TODAY'S DATE	
	Dear Parents and Guardians:	
Students may bring their own helments if clearly masked with first and last name. You will be aiked to take part in a homework survey that students should return to school. Thank you, INSTRUCTOR'S NAME INSTRUCTOR'S NAME INSTRUCTOR'S NAME INSTRUCTOR'S NAME INSTRUCTOR'S POSITION PLEASE RETURN THIS PERMISSION SLIP TO SCHOOL My child,rmy enginge in allocations for the Bike and Predestrian Safety factuation riogram. Herefy release the facilitance, state, school district, school, its employees, volunteers and any program participants fine any and all lability with relationship to participation in the program. Parent or guardian signature Extra supervision is necessary to teach students to safety ride bikes. Bike experience is no necessary to volunteerYest I would like to volunteer for one or more of the lessons Please check any dates you are able to volunteer on one list below, and return this form to the school. THANK YOUIOAT (AND TME	Health and Fitness classes from PR	OGRAM START DATE to PROGRAM END DATE. The program will be led by
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A template of this permission slip can be found on the thumbdrive provided during the training, or downloaded from www.saferouteswa.org/schools/ safety-education/. Tailor the template to fit the needs of your program and school.

PARENT SURVEY ABOUT WALKING AND BIKING TO SCHOOL

INSTRUCTIONS:

Send this double-sided survey home with the Bike and Pedestrian Safety Education Permission Slip to parents/guardians at least one week before the unit.

Dear Parent or Caregiver, Your child's school wants to learn your thoughts about child complete. We ask that each family complete only one surver		
survey home, please fill out the survey for the child with the	next birthday from today's date.	
After you have completed this survey, send it back to the sch confidential and neither your name nor your child's name will Fhank you for participating in this survey!		her. Your responses will be kept
+ CAPITAL LETTERS ONLY - BLUE OR BLACK	INK ONLY	
School Name:		+ +
		8. Has your child asked you for permission to walk or bike to/from school in the last year?
1. What is the grade of the child who brought home t	his survey? Gra	9. At what grade would you allow your child to walk or bike to/from school without an adult?
2. Is the child who brought home this survey male or	female? Male	(Select a grade between PK,K,1,2,3) grade (or) I would not feel comfortable at any grade
3. How many children do you have in Kindergarten th	rough 8 th grade?	Place a clear 'X' inside box. If you make a mistake, fill the entire box, and then mark the correct box 10. What of the following issues affected your decision to 11. Would you probably let your child walk or bike to/from
4. What is the street intersection nearest your home		allow, or not allow, your child to walk or bike to/from school? (Select ALL that apply) school? (Select ALL that apply) school? (Select ALL that apply)
	and	My child already walks or bikes to/from school
Place a clear 'X' inside box. If you make a mist	ake, fill the entire box, and then r	Distance
5. How far does your child live from school?	_	Convenience of driving
Less than ¼ mile 52 mile up to	1 mile More than 2 miles	
1 mile up to ½ mile 1 mile up to 2	miles Don't know	Tme
Place a clear 'X' inside box. If you make a mist		Child's before or after-school activities Yes No Not Sure
5. On most days, how does your child arrive and leav	e for school? (Select one choice per	Speed of traffic along route Yes No Not Sure
Arrive at school	Leave from school	Amount of traffic along route
Walk	Walk	Adults to walk or bike with
Bike	Bike	Sidewalks or pathways
School Bus	School Bus	Safety of intersections and crossings
Family vehicle (only children in your family)	Family vehicle (only ch	Crossing quards
Carpool (Children from other families)	Carpool (Children from	
Transit (city bus, subway, etc.)	Transit (city bus, subw	Violence or crime
Other (skateboard, scooter, inline skates, etc.)	Other (skateboard, scc	Weather or climate Yes No Not Sure
+ Place a clear 'X' inside box. If you make a mista	ke, fill the entire box, and then m	+ Place a clear 'X' inside box. If you make a mistake, fill the entire box, and then mark the correct box
7. How long does it normally take your child to get to		12. In your opinion, how much does your child's school encourage or discourage walking and biking to/from school?
Travel time to school	Travel time from s	Strongly Encourages Neither Discourages Strongly Discourages
Less than 5 minutes	Less than S minutes	13. How much fun is walking or biking to/from school for your child?
5 – 10 minutes	5 – 10 minutes	Very Fun Fun Nsubral Boring Very Boring 14. How healthy is walking or biking to/from school for your child?
11 – 20 minutes	11 - 20 minutes	
More than 20 minutes	More than 20 minutes	
Don't know / Not sure	Don't know / Not sure	+ Place a clear 'X' inside box. If you make a mistake, fill the entire box, and then mark the correct box + 15. What is the highest grade or year of school you completed? +
+		Grades 1 through 8 (Elementary) College 1 to 3 years (Some college or technical school)
		Grades 9 through 11 (Some high school) College 4 years or more (College graduate)
Page 1		Grade 12 or GED (High school graduate) Prefer not to answer
~8~ -		
		16. Please provide any additional comments below.

This survey is created by the NATIONAL CENTER FOR SAFE ROUTES TO SCHOOL and may be found at the link listed on the next page. Ask your district point person for copies of this survey that were left at the training. If additional copies are needed, download and print them from the website.

Page 2

PRE-UNIT PREPARATIONS - PAGE 2

Federal funding for this curriculum is provided from the Washington State Department of Transportation to the Office of Superintendent of Public Instruction. The full curriculum and program information are available at www.saferouteswa.org.

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1. Go to www.saferoutesinfo.org

 Scroll over the Data Central heading at the top right of the page. A list of menu options will cascade down.
 Select Data Collection Forms.

Once you have selected the Data Collection Forms option, the next page you will see is the one represented here.

4. Select Parent Survey from the left side bar. On the following page download the Parent Survey PDF.

5. Return to this page and select the Student Travel Tally link just below the Parent Survey option.

6. Download the Student Travel Tally.

SAFE ROUTES TO SCHOOL STUDENTS ARRIVAL AND DEPARTURE TALLY SHEET

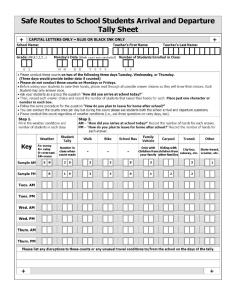
www.saferoutesinfo.org/program-tools/evaluation-student-class-

INSTRUCTIONS:

Student Travel Tally

travel-tally

On a Tuesday/Wednesday/Thursday verbally survey your class and record the results on the tally sheet. Do this two times before the unit and again two times after the unit.



This tally sheet is created by the NATIONAL CENTER FOR SAFE ROUTES TO SCHOOL and may be found at the link listed below. Ask your district point person for copies that were left at the training. If additional copies are needed download and print them from this website.

- 1. Go to www.saferoutesinfo.org
- 2. Under "Data Central" choose "Data Collection Form".

3. Download the "Safe Routes to School Student Arrival and Departure Tally Sheet" (SRTS_Two_Day_Tally_Scan2009.pdf).

STUDENT SELF-REPORTED BEHAVIOR SURVEY (PRE AND POST)

INSTRUCTIONS:

Before the unit, have students complete the PRE-survey. Collect and retain the surveys until the end of the unit. At the end of the unit, return the surveys to students and have them complete the POST-survey.

Students complete this survey						
School Name:	BOST-SURVEY: STUDE	INT SI	ELF -R EP	ORTED		
tudent Name:	Students complete this survey AFTER	R COMPL	ETING the e	ducation p	rogram.	
	School Name:	т	eacher Nam	ne:		
structions: Check off the box ehavior.	Student Name:			Dat	9:	
In general, how likely are you 1. Walk to school?	Instructions: Check off the box on ea behavior.	ach line t	hat best de:	scribes you	current	
2. Ride a bicycle to school?	IN GENERAL, HOW LIKELY ARE	Never	I think about it	Some of the Time	Always	Does NOT APPLY TO ME
When you walk, how likely are you to	Walk to school? Ride a bicycle to school?					
 Go to a corner to cross rat crossing in the middle of 				Some of		Dors
4. Make eye contact with a c	WHEN YOU WALK, HOW LIKELY ARE YOU TO	Never	I think about it	THE TIME	Always	NOT APPLY TO ME
5. Walk on the left side of th there is no sidewalk	 Go to a corner to cross rather than crossing in the middle of a block? 			TIME		TO ME
 Notice how things in your environment affect your s 	4. Make eye contact with a driver before crossing the street?					
	 Walk on the left side of the street if there is no sidewalk Notice how things in your environment affect your safety? 					

Note that one side of this page is the PRE survey and the other is the POST survey. Students should be matched up with the same survey from before. Ask your district point person for copies of this survey that were left at the training. If additional copies are needed download and print them from the website below.

• Go to www.saferouteswa.org/schools/ safety-education/resources

• Under "Evaluation and Permission Slip", download the Student Behavior Survey (Pre and Post)

TEACHER ONLINE SURVEY

Teachers will receive by email 2 online surveys, one 2 to 8 weeks and one 6 months after this unit.

Administrator Online Survey

Administrators will receive an online survey 6 months after this unit.

TIMELINE FOR ADMINISTERING SURVEYS:

BEFORE YOU IMPLEMENT THE PROGRAM:	 Send home Bike and Pedestrian Safety Education Permission Slip and Parent Survey About Walking and Biking to School at least 1 week before the unit. Collect before beginning the unit. 				
	 Collect data on 2 separate days in class using the Safe Routes to School Students Arrival and Departure Tally Sheet. 				
	 Have students complete the PRE-Survey: Self-Reported Behavior Survey. (Side 1 of the 2-sided survey sheet. Retain these pages to administer the POST-Survey after the program.) 				
Implement the program	• Teach Lessons 1-8.				
AFTER YOU IMPLEMENT THE PROGRAM**:	 Collect data on 2 separate days in class using the Safe Routes to School Student Arrival and Departure Tally Sheet. 				
	 Have students complete the POST-Survey: Student Self- Reported Behavior Survey. (Side 2 of the PRE-Survey. Match students to their original surveys.) 				
	• Take the first teacher Online Survey 2-8 weeks after the program. (You will receive a link to the survey in an e-mail.)				
About six months after YOU IMPLEMENT THE	 Take the second teacher Online Survey (You will receive a link to the survey in an e-mail.) 				
Program:	 Administrator receives the administrator Online Survey. (We will send link of the survey to your school administrator.) 				

****WHAT TO DO WITH THE COMPLETED TALLIES AND SURVEYS:**

Mail all the completed surveys in the provided self addressed, stamped box to:

BICYCLE ALLIANCE OF WASHINGTON 309A THIRD AVENUE SOUTH SEATTLE WA 98104

If you need further assistance, contact:

SETH SCHROMEN-WAWRIN SETHS@BICYCLEALLIANCE.ORG (206) 224-9252 x 301

PREPARING FOR THE LESSONS

Scheduling

The curriculum is 8 lessons (for 45+ minute classes) with 4 requiring bicycles. If you are sharing the bicycles with other teachers or schools, it is important to schedule the lessons so the bicycles are not double booked. You want as many back-to-back classes as possible. Use the Schedule Template that follows to plan the dates and times you will teach the lessons (see the Sample Schedule for an example).

LESSON LOCATIONS

Several of the lessons require specific outdoor courses or locations. Several weeks before beginning the curriculum, find at least 2 intersections for the walking audit (Lesson 8) and a location to mark out the bike courses (Lessons 4-7). The bike courses require a large, flat, paved area with marked lines (see lesson materials for detailed diagrams). Lay out the bike courses using white spray paint or a chalk field liner. 2-inch masking tape also works if used on dry pavement. If using tape, spray dots at key points for reference.

CURRICULUM EQUIPMENT

The following equipment should be included with your fleet of bicycles. This equipment is necessary for safe riding, simple maintenance, and to lay out courses.

- Field liner and 3 cans of white spray paint or chalk to fit the liner, 100-feet measuring tape, and 2-inch masking tape to mark out the courses.
- 3 x 30-gallon plastic trash cans with wheels (2 to store helmets, 1 to store the signs and traffic light).
- Traffic light made from 1 box from a case of paper, spray painted yellow with green, red & black plastic dots.
- 4 lightweight plastic saw horses for "STUDENTS ON BIKES" signs.
- Signs (stored in one 30 gallon plastic trash can):
 - o 4 x "STOP"
 - o 2 x "YIELD"
 - o 1 x "RAILROAD XING"
 - o 4 x "STUDENTS ON BIKES"
- At least 50-feet of chain or cable with loops at each end, and 2 programmable padlocks to lock the bikes. 2 x 25-feet lengths also works.
- Helmets: Number helmets 1 (small) to 25+ (large) according to size and store in two 30-gallon plastic trash cans.
- Bikes: Arrange frames and seat posts on bikes from low to high (watch the safety line) and number the bikes 1 (short) to 25+ (tall).
- Floor pump to keep the tires inflated.

Several weeks before beginning the curriculum, confirm that all the equipment is together and in working order.

BIKE STORAGE DURING UNIT

Prior to receiving the bikes, find a place to temporarily store the bikes and garbage cans at your school. When you receive the bicycles, and before you begin teaching the unit, move the equipment to the storage space and organize the bikes and helmets by size and number. Lock the bikes with the long cable through the middle of all the frames, with a lock for each end.

Assess Your Class

This curriculum teaches bicycle safety skills and assumes students have a basic ability to ride a bicycle (start, stop, and turn). At least a week before beginning the curriculum, ask your students how many have ridden a bike before. If many have little or no experience riding a bike, you may want to plan for extra volunteers and/or extra time for the curriculum. Students can often acquire the basics in a class or two.

RECRUIT AND SCHEDULE VOLUNTEERS

Five lessons require volunteers. Recruit your volunteers at least a week before the first lesson. The permission slip asks parents if they are willing to volunteer. Police or people from your bicycling community may also be interested in volunteering. Make sure to recruit more than you will need in case of cancellations. The volunteers do not ride bikes, but help guide kids. Appoint a reliable adult to help with phone calls and follow-up with reminders. Ask volunteers to arrive 15 minutes before class begins.

- Lesson 1: Introduction No volunteers
- Lessons 2: Captain Barclay No volunteers
- Lesson 3: Eyeballs game No volunteers
- Lesson 4: Clothing & Equipment; Bike Handling Instruction 2 volunteers
- Lesson 5: Bicycle Handling Practice 4 volunteers
 - (If you add a day for handling skills it will be after Lesson 5 and need 4 volunteers)
- Lesson 6: Beginning Traffic Skills Practice 3 volunteers
- Lesson 7: Advanced traffic Skills Practice 4 volunteers
- Lesson 8: Walking Audit 2 volunteers

Plan well and take it one day at a time. Remember to thank all of your volunteers.

HANDOUTS

You will need the following handouts copied for the unit:

- Bike and Pedestrian Safety Education Unit Permission Slip
- Bike/Pedestrian Skills Unit Pre-Test
- Home Test for Drivers
- Find the 12 Hazards
- Intersection Assessment Worksheet (2 pages)
- Map Your Way homework
- Map Your Way letter home

Schedule Ten	plate	SAMPLE		
List the schedule for	the classes and teach	ers that are doing the	unit	
Teacher	Class	Days	Time	Notes
Johnston	#7A	M-F	9-9:45	Testing on Friday
Chance	#7B	M-F	9:45-10:30	Testing on Friday
Johnston	#6A	M-F	10:30-11:45	
Johnston	#6 B	11-F	11:15-12	
Johnston	#6 C	M-F	12:00-12:45	
Chance	#7C	M-F	12:45- 1:30	Testing on Friday

In the space below, list which classes will be meeting each day, what lesson they will be on, if they need bikes, and how many volunteers you will need that day.

Day		Class	Time	Lesson	Bikes?	Volunteers?
Monday	5/10	Johnston #6 ABL	10:30 - 12:45	Lesson 1	No	No
Tuesday	5/11	Johnston #6ABC Johnston #7A Chance #71	10130 - 12145 C 9-10130; 12:45-1:30	lesson 2 lesson 1	No No	No No
Wednesde	ay 5/12		some	lesson 3 lesson 2	10 10	40
Thursday	5/13	Sant	Sane	lesson 4 lesson 3	Yes no	2 10
Friday	5/14	Johnston #6ABC	10130 - 12:45	lesson 5	yes	4
Monday	5/17	Johnston # 64BC Johnston #74 Chance #78	10:30 - 12:45 C 9-10:30 - 12:45- 1:30	lesson G lesson 4	yes yes	3 2
Tuesday	5/18	Same	same	lesson 7 lesson 5	yes yes	4 4
Wednesday	5/19	sume	sane	lesson 8 lesson 6	no yes	2 3
Thursday	5/20	Johnston #7A Chance #7B(9-10130; 12:45-1:30	lesson 7	yes	4
Friday	5/21					
Monday	5/24	Johnston #7A Chance #7BC	9-10:30; 12:45-1:30	lesson 8	no	2
Tuesday	5/25					
Wednesday	y 5/26					

Schedule Template

List the schedule for the classes and teachers that are doing the unit

TEACHER	CLASS	Days	Тіме	Notes

In the space below, list which classes will be meeting each day, what lesson they will be on, if they need bikes, and how many volunteers you will need that day.

DAY	CLASS	Тіме	Lesson	BIKES ?	VOLUNTEERS?

PRE-UNIT PREPARATIONS - PAGE 9 Federal funding for this curriculum is provided from the Washington State Department of Transportation to the Office of Superintendent of Public Instruction. The full curriculum and program information are available at www.saferouteswa.org.