

## TRAINING MANUAL













Arrange dates with the school, make sure the playground is free.

Use the "Order Form" to order materials, leaflets, certificates and badges from the Road Safety Team at least 3 weeks prior to the start of the course.

Time in the classroom will be needed before the playground activities. This can be done on a separate day to the practical training or on the same day. This can either be done by the instructor or the class teacher and takes about half an hour.

We suggest that if a whole class is doing the training, the classroom element can be done with all of the children.

Split into 2 groups for the playground session. We recommend 15 children maximum to 2 volunteers at any one time; this prevents children standing around for too long whilst waiting for their turn and will also encourage them to be interactive in discussions during the session.

The School will need to send out leaflets to parents which include a consent form.

Make sure you have the consent forms for all the children wanting to take part. Add their names to the register.

## RESOURCES

Computer/laptop/whiteboard for power point demonstration. (optional) Cones/beanbags/chalk to map out playground courses.

# IN THE CLASSROOM

This can be done on the same day or prior to the training on playground if preferred.

#### THINGS TO INCLUDE

This is a fun session but it is also about helping the children to keep safe on their scooter.

Talk about the main things they will be doing in the playground .

- Learning to stop safely
- Being considerate to pedestrians
- Driveways and what signs to look out for i.e. white reverse lights, engine running, person sitting in the drivers seat.
- Crossing the road safely, waiting for their grown up, walking across the road and pushing their scooter

Explain this is a great way to keep fit and active.

Ground rules i.e. no talking when the instructors are talking, no racing around.

Introduce the scooter as their first vehicle and the need to be sensible.

### EVALUATION

Show the power point presentation (10 minutes approximately) This can be shown by the class teacher at another time if preferred

Include with this the preevaluation questionaire which will assess the childs current knowledge.

Once the training has been completed, run the second presentation with the 'post' questionaire.

It is important that you run both the pre and post questionaires to properly evaluate the training.





This can be done either on the same day or if possible prior to the training to avoid any disappointed children on the day.

Ask the children to stand on the left hand side of their scooter in a line side by side. You can take a child with their scooter out of the line to demonstrate what you are looking at on the scooter.

Talk to the children about being careful when they unfold the scooter.

Make sure all the levers and clips are tight and correctly positioned before setting off.

Make sure the wheels turn properly and are not wobbly. Ask the children to lift the front wheel of the scooter up and get them to spin the wheel to make sure it is turning smoothly. Repeat with the back wheel.

Ask the children to check that the brake (if they have a brake) works by getting them to push the scooter forward then standing on the brake to come to a stop.

Check that the handlebars are at the right height. They should be just above the child's waist.

Handlebars should have hand grips, not just metal.

Discuss having a bell/reflective stickers on the scooter/reflective wheel spokes.

Show them where they should place their foot correctly on the scooter.

Protective clothing; Helmets, bright/reflective clothing, knee and elbow pads.

If you have to carry anything when scooting always carry things in a rucksack.

# STOPPING

Ask the children to just scoot around the playground, leaving a distance between them before you start each child off. They can do this a couple of times.

Draw a boxed area or a line at the end of the cones or mapped out area, with beanbags or chalk.

Ask the children to do a controlled stop when they get to the box/line
This means slowing down gradually and using

This means slowing down gradually and using the scooter brake if they have one.

Ask the children to do an emergency stop. Using the same layout, ask each child to scoot freely around the playground. When you shout out 'STOP' they must be able to stop quickly without skidding or loosing control.

## DISCUSSION

How to stop safely using a brake and how to if you haven't got a brake, by slowing down and coming to a stop.

Emergency stops, get them to think about when they might need to do an emergency stop e.g. cat running out in front of them.

## BALANCE

Ask the children to weave in and out of the cones. When they get to the top of the course, ask them to scoot back in a straight line so that the next child can start.

#### DISCUSSION

The need for good control and balance on your scooter.

Not scooting down hills, why might this be dangerous? What could happen?



# BEING CONSIDERATE

The instructor should pretend to be walking on the pavement with their back to the child on the scooter.

The child will need to slow down and say "Excuse me please"

The child will need to wait until the pedestrian has acknowledged them and then scoot safely on saying "Thank you" as they pass. The pedestrian may not be able to hear them so they might have to get off and walk past getting back on the scooter when it is safe.

If the pedestrian is walking towards the child, they may need to get off their scooter and wait for the pedestrian to pass, particularly if the pavement is narrow.

#### DISCUSSION

Explain the word pedestrian and what it means.

Ask the children what they think they need to do if there are pedestrians on the path where they are scooting. Answers should include, slow down, be careful, Let them know they are there by using a bell, Get off the scooter and walk if necessary.

When on a scooter you MUST be considerate to pedestrians and if necessary get off the scooter and walk until it is safe and considerate to get back on.

Talk about how the pedestrian may not hear them, they may be on their mobile phone or listening to music.

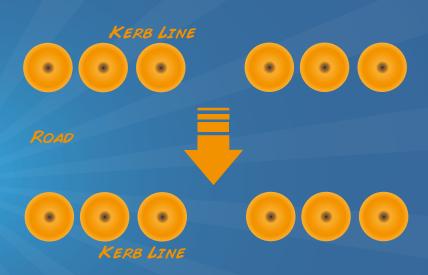
Talk about being particularly considerate to elderly people.

# CROSSING THE ROAD

Ask the children to scoot along.

When they come to the edge of the kerb (either the line you have drawn or a row of cones), they need to stop, get off the scooter and follow the rules of the Green Cross Code. (You can pretend to be a driver in a vehicle so that they have to wait for you before crossing.

When it is safe, they can cross the road, pushing their scooter, make sure the children continue to Look and listen as they cross.



#### DISCUSSION

What is the Green Cross Code?

Making sure they are with an adult when they cross the road.

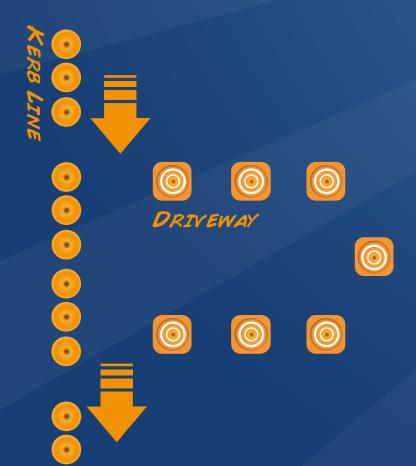
Ask the children why we shouldn't scoot on the road. For example: could trip, loose balance, scoot into somebody, not pay full attention to the road.

# DRIVEWAYS

Ask the children to scoot, stopping at the driveway area you have laid out using cones etc.

If the school has little cars you may want to use these as vehicles in the driveway. (You can pretend to be a driver in a vehicle and reverse out of the driveway).

Ask the children to look around and be aware of any vehicles that might be entering or leaving the driveway.



#### DISCUSSION

Stopping at Driveways, ask the children why and what do they need to be looking out for:

Vehicles' in the driveway with the exhaust going, what does this mean?

White lights mean the vehicle is reversing, sometimes you may also hear a beeping sound that tells you a van or lorry is reversing.

If there is someone in the driving seat, they are probably going to move off. Can they see you on your scooter?

Drivers may not only be leaving the driveway but may be pulling into driveways, so be aware, look around whenever you come to a driveway, slow down and be prepared to STOP.

# ADDITIONAL ACTIVITIES

### GLIDING

Ask the children to stand in a line side by side, leaving at least an arms distance between each child.

Ask each child/children to push off with one foot. See who travels the furthest.

Gliding encourages children to use their feet for moving the scooter forward.

Encourage the children to use different feet, both the left and right so that one foot/leg doesn't get tired.

YOU COULD ALSO TRY: SCOOTING WITH A BEANBAG ON THEIR HEAD, WEAVING IN AND OUT OF THE CONES.

### LIMBO SCOOT

If you have something suitable to use as a limbo stick.

Ask the children to scoot along then when they reach the (stick) they should duck down on their scooter to go under. This is a bit of fun but will improve control and balance.

#### AKNOWLEDGEMENTS

With thanks to; Road Safety Cambridgeshire



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