Cycle Parking for Schools

saferoutes
SAFE ROUTES TO SCHOOLS

Information for parents and schools

INFORMATION SHEET FS19

Introduction

Providing secure cycle parking has been shown to be one of the most effective ways of encouraging cycling to school. A recent Sustrans survey of 3,000 pupils (9-12 yrs) at 40 schools showed that 54% of pupils (and 43% of parents) wanted better cycle storage at school. Secure cycle storage was the top requirement of pupils already cycling to school, and those considering doing so.

Getting the cycle parking right is probably the most effective way in which schools can play their part in promoting active journeys to school and reducing traffic at the school gates. Not only does it allow parents and pupils to feel more relaxed about the prospect of bringing a bike to school, it acts as a striking way of publicising cycling and making cyclists feel valued.

Cycle parking is a major investment, so it is important to get it right and ensure it is well used. The aim of this information sheet is to help schools find the most appropriate solution to their needs and avoid expensive mistakes.

There are several factors to consider when planning cycle parking at school:

- quality
- location
- security
- type of parking
- amount needed
- cost and funding
- involving pupils
- planning consent and installation

Quality

The cycle parking facility must be of high quality and meet the needs of users. As far as possible, it should be:

- secure
- durable
- well lit
- easy to use
- accessible
- sheltered

When selecting a supplier or product, you should consider the maintenance implications such as the colour/finish of any paintwork and strength and resilience of any plastic sheeting used. Where moving parts, such as gates, doors or latches are proposed, you may wish to seek advice from your local authority school premises or health & safety adviser.

Esmée Fairbairn FOUNDATION

Department for Transport

The **Safe Routes to Schools** project is co-ordinated by Sustrans and provides support to local authorities, schools and parents. Sustrans is the UK's leading sustainable transport charity and works on practical projects to encourage people to walk, cycle and use public transport to benefit health and the environment.

National Cycle Network Centre, 2 Cathedral Square, College Green, Bristol, BS1 5DD

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Cycle Parking for Schools

Location

The location of the cycle parking is critical to its success. It should be situated as close to school buildings as possible (within 50m) and convenient to the school entrance. A prominent location, in constant view of staff and pupils, adds to security and maximises use. Storage that is hidden away at the rear of the building is less safe and less likely to be popular. A prominent location also emphasises that the school is keen to promote cycling. Other requirements include easy access, separate from car traffic, preferably within an illuminated area with CCTV coverage. Consideration should also be given to the need for signing.

Security

Normally, the facility should allow for the bike frame and wheels to be locked to a fixture. Cycle stands which only grip the wheel (including concrete slots) are not recommended as they offer only limited security and can cause damage to wheel rims. Stands located in a locked shed or compound are much more secure.

Other items at risk are bags, bike pumps, lights and helmets and therefore the provision of lockers is welcome. One possibility is to install individual cycle lockers that take the bike as well as accessories.

Type of parking

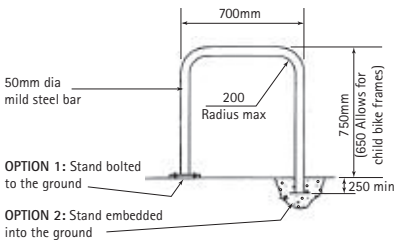
The school needs to consider which of the following it would like and can afford: stands, shelters, enclosed compounds or individual cycle lockers.

Stands

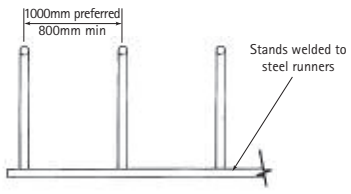
The Sheffield stand is the most widely used cycle stand. It is a simple tube with curved right angle bends and is readily available either singly or as a set known as a 'toast rack'. When spaced correctly, each stand can accommodate two bikes and will allow use with all types of locks. It provides good support and allows the cyclist to secure the frame and both wheels without risk of damage.

Stands should be 600mm to 800 mm high (once installed) and a minimum of 700mm long. This variation should accommodate bikes of all types and sizes (depending on the age of pupils). A minimum spacing of 800mm between stands will allow 2 cycles per stand; any closer and only one side of the stand can be used. Adequate clearance from walls etc should be provided at either end of the stand (500mm) to allow the cycle to be positioned safely. Stands can either be embedded in concrete or bolted to the ground.

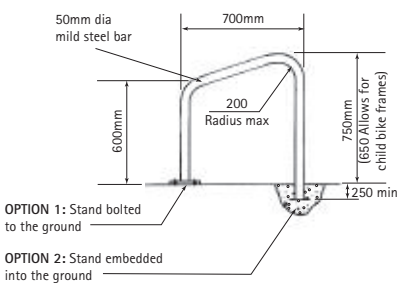
Sheffield Stand

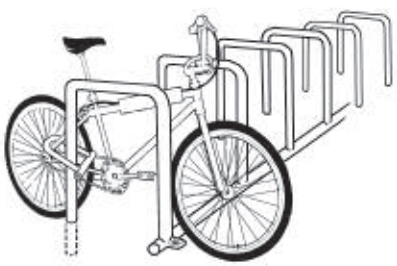


'Toast Rack' of Sheffield Stand



Slanting Sheffield Stand





Cycle shelters and enclosed compounds

It is a good idea to protect bikes from the weather to keep saddles and lubricated mechanisms dry. Cycle sheds which have doors or are enclosed within a compound are ideal, as they provide improved

security. Access can be controlled by swipe cards, padlocks or time locks programmed to open at busy times.

CCTV can be used to monitor access during the school day. Sheffield stands should be provided inside the compound so that cycles can be individually secured. Consideration should be given to installing a number of stands outside the compound for visitors or late arrivals.

Cycle lockers

A number of schools have installed cycle lockers which offer more security, allow accessories to be stowed, and provide good weather protection. Lockers may be operated by coin, token or key. Careful management is required to check that lockers are used correctly and to their full potential.

Lockers should be a minimum of 750mm wide, 1900mm long and 1200mm high. A minimum space of 1500mm should be provided in front of the locker door for ease of access. Some lockers allow vertical storage of bikes but these may not be suitable for younger pupils.

Amount needed

The simplest way to establish the number of spaces required is to survey pupils' travel needs as part of the school's travel plan. Some local authorities have minimum cycle parking standards for new schools. The level of provision should take account of staff and community use as well as pupils. In general, providing for 10% of pupils should be regarded as a minimum standard to cater for summer cycling levels.

Cost and funding

The cost of cycle parking should take account of any foundations, drainage and other ancillary works required. A typical Sheffield stand will cost between £50 and £100 to purchase and install, a cycle locker can cost up to £400 whilst a shelter for 20 bikes can cost between £3,000 and £10,000. Artists and steel fabricators are well used to producing customised designs to a fixed budget and which is tailored to a particular location in the school. Several schools have involved students in the design process, and have made use of scrap and recycled materials.

Many schools have benefited from School Travel Plan grants and other local authority Safe Routes to School funding to install secure cycle storage. It should be possible to make use of school building budgets when the school is being rebuilt or extended, particularly if cycle storage is a requirement in any planning consent.

Please visit our website for the latest School Travel Plan funding information. Your local authority School Travel Adviser/Co-ordinator or SRS officer may be able to recommend a particular manufacturer and negotiate a discount, particularly if several schools in the area are seeking improvements at the same time.

Involving pupils

There are a number of ways in which pupils can be involved in cycle parking projects. Ideas include:

- surveys of demand for cycle storage
- working with artists on customised designs
- product selection and budget planning
- fundraising
- usage surveys, lock up duties and other monitoring tasks

Attractive landscaping of school

grounds has been shown to improve pupil attainment and extend environmental and outdoor education. There may be opportunities to combine cycle storage with planting and seating schemes. For further details of how the school environment can be improved, please contact Learning Through Landscapes at www.ltl.org.uk

Planning Consent and Installation

The best time to install and open new cycle storage is the spring or summer when conditions for cycling are better. You may also need to plan the work to tie in with school construction projects, local highway safety improvements and cycle route construction. It is worth trying to influence other school projects such as lighting, CCTV cameras, landscaping or car park resurfacing so that it can benefit the overall scheme.

A new structure in the school grounds may require planning consent before it can be installed. In general, if the structure's floor area is under 30 square metres and made of non-combustible materials, building regulations approval is not required. The need for planning permission depends on the size of the construction and its location. If the structure is at least 20m from the school boundary, it should be exempt but it is still worth seeking advice from your local planning officer.

Sustrans can provide details of various cycle parking suppliers, an up-to-date list is available from our website. Listed companies are asked to keep Sustrans informed of any changes.

Case Studies

Visit the Case Studies section of our website to see examples of cycle parking facilities installed by schools.

All illustrations and examples are for guidance only and information is correct at the time of publication. Sustrans does not recommend the use of any particular product or supplier.

Further information

Visit the Safe Routes to Schools website **www.saferoutestoschools.org.uk** for:

- latest news and information on Safe Routes to Schools
- specific information on each of the UK regions
- downloadable resources including other information sheets
- case studies, curriculum materials and newsletters

For Safe Routes to Schools enquiries call 0117 915 0100 or email schools@sustrans.org.uk

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