

# Cycle parking for schools

Information for schools and school champions



## Key facts

- Of 40,000 pupils surveyed, 49% would prefer to cycle to school
- 92% of head teachers surveyed consider cycle parking important in increasing cycling at their school
- 10 bikes can be parked in the space required for one car
- the school run accounts for 21% of rush-hour traffic in term time
- 51% of all car journeys to school are under one mile.

## Introduction

Secure cycle parking is a crucial factor in encouraging children to cycle to school. It is also a very effective way for schools to promote active travel, reducing traffic at the school gates.

As well as helping parents and pupils feel relaxed about bringing bikes to school, cycle parking is a striking way to publicise cycling and to make cyclists feel valued.

As cycle parking is a major investment, it is important to get it right and to ensure it is well used. This step-by-step guide will help you find the most appropriate cycle parking for

your school's needs, with handy tips to help you avoid making expensive mistakes.

Sustrans' Safe Routes to Schools web pages are home to many other useful resources, from grants and funding advice to a regularly updated list of parking manufacturers. There are also plenty of inspirational ideas and case studies to help you get the whole school community cycling more.



## Where to start?

Your local authority's School Travel Advisors, Cycling Officers, Education Officers and Healthy Schools Co-ordinators can advise on funding and planning permission.

## Pupil involvement

Students can sketch designs, complete surveys, choose products based on budgets, plan events, fund-raise and be responsible for storage maintenance once installed.

“With government support, Sustrans has supported hundreds of schools with grants towards cycle storage.”

### 1 How many bikes?

A quick hands-up survey will suggest how many spaces you need; data might already exist from recent School Travel Plan surveys. Check if your authority has a minimum parking standard; if it doesn't, take 10% of pupils as a rule of thumb. If you have a lockable shelter, you may need a few stands outside for latecomers or visitors.

**Tip:** Remember staff and visitor bike parking spaces, and think about local community use.

### 2 Funding

Funding sources include the Lottery, Extended Schools budgets, local authorities and business sponsors. If local groups eg Scouts will use your shelter, then community grants might apply. Sustrans sometimes administers government grants (your school would need to match-fund). Check out the Resources section of our website for advice.

**Tip:** Sign up to Sustrans' e-news for new funding alerts.

### 3 What's your budget?

You can usually install 20 standard bike spaces with shelter for under £6k. Complex designs cost more, so match your shelter to your needs. Don't compromise on quality; install good storage from the outset. You can always add spaces later. Some manufacturers may offer a site visit before quoting, and your authority may request several quotes.

**Tip:** Products that are hot-dip galvanised (to ISO1461) can outlast paint/ powder coatings by up to 20 years. PET cladding is better than polycarbonate and won't shatter like perspex or glass.

## Choosing your design



**Covered shelters** like those above will protect bikes from the elements. They can also be fitted with lockers. They need a solid base, can take up lots of space and often require planning permission.



**Sheffield stands** (above right) can be fitted singly or in toast racks. They are robust, low maintenance and easy to fit. You can fit two bikes to each, which can be locked by both frame and wheel.

**Toast racks:** there are various types of toast rack storage. Some have raised bases which makes it difficult for children's bikes to sit comfortable between the rails.

## Planning permission

Permission will be required if your covered storage is within 20m of the school boundary, if it is visible from the public highway or if it causes a school to exceed its permissible development limits. Pre-application

enquiries can be made with your local authority, who may charge a small fee. They can also advise on whether you need permission for proposed uncovered storage, and on the type of application you'll need

to make. See the website below. Your decision should arrive within two months and is valid for three years.

**Make sure you build time into your schedule for planning permission.**

Visit [www.planningportal.gov.uk](http://www.planningportal.gov.uk)

### 4 Location, location

Giving your storage prominence will be critical to its success. Ensure easy access from the school building entrance, away from traffic. A well-lit site with CCTV is ideal to improve security, promote cycling and increase use. If groundworks are needed consider this added cost, and don't forget to signpost your storage.

**Tip:** Site storage within 50m of the main school building.

### 5 Installation

Standard designs can be installed quickly. Complex designs take longer. Firms that both produce and install storage are often most cost-effective. Consider access and CRB checks; firms with regular schools work often have pre-checked staff. Think about tying in the installation with other school and local construction projects.

**Tip:** Spring, summer and the holidays are good times to install and open new storage.

### 6 Promote your storage

Celebrate your achievement with a grand opening! Raise awareness with advertising, around the school or locally, perhaps asking pupils to create posters. Nominate pupils to keep a tally of bikes to monitor the success of the storage. See our Pedal Pack for more exciting ideas.

**Tip:** This is the perfect time to excite people about other cycling events. Raise their profile with a termly calendar of events.

## Health and safety: Seek advice for moving parts such as gates and latches.

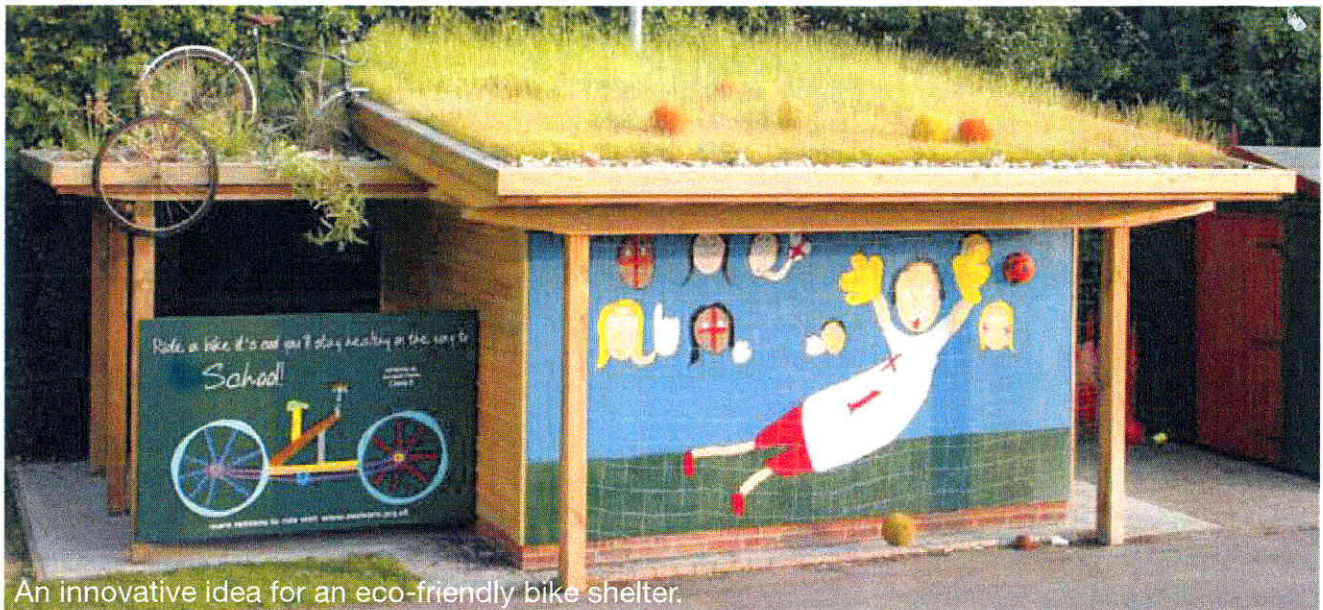


**Bike minipods** (above) are quick to install and are good for scooters, too. They can be adapted to fit against walls. They require no groundwork, and secure bikes by their front wheel.



**Lockable compounds** (above right) are very secure as are unlocked at key times only. Extra storage for visitors might be needed. Getting someone to lock the compound can be an issue; try to involve the pupils.

**Be aware:** racks and rails that only hold bikes by one wheel are sometimes referred to as 'wheel benders'. Some toast rack designs can pose a trip hazard.



An innovative idea for an eco-friendly bike shelter.

## Case study

Baysgarth Secondary in Scunthorpe had a grand opening for their school's specialist cycle shelter which was funded with support from Sustrans. Local press were invited to the launch, and bike maintenance company Weldtite donated freebies to encourage the pupils to get excited about cycling.

Head teacher Colin Sewell said:

“The shed's construction is impressive and the safety it provides against potential theft and damage is greatly appreciated by the pupils. I'm sure this has been a key factor leading to the increase in pupils cycling to and from school.”

## Eco-friendly shelters

You can reduce the carbon footprint of your parking by choosing a shelter built with sustainable, eco-friendly materials. Consider using FSC-certified or recycled wood, straw bales or wire mesh filled with rocks for the walls or even a green roof, planted with grasses, flowers and other plants. Using a local firm sourcing local materials reduces the shelter's carbon footprint dramatically as it cuts down on unnecessary journeys. It could help you to achieve Eco-school status, and links with Healthy Schools programmes. Check Sustrans' cycle parking manufacturers list online for help.

## Visit Sustrans online for:

- latest news and information on school travel issues
- information about cycle parking grants
- an up-to-date list of cycle parking manufacturers
- downloadable resources including other infosheets, case studies, curriculum materials and newsletters
- details of Sustrans' walking and cycling projects
- information on Links to Schools, a Department for Transport funded project to create safe routes to schools.

## Useful technical links

Transport for London's Design Standards publications has a detailed section on cycle parking. Visit: <http://tiny.cc/e8dc8>

Transport Scotland produces a similar document for guidance. Visit: <http://tiny.cc/adayrbzv9>

Sustrans is the charity that's enabling people to travel by foot, bike or public transport for more of the journeys we make every day. Our work makes it possible for people to choose healthier, cleaner and cheaper journeys, with better places and spaces to move through and live in.

It's time we all began making smarter travel choices.

Make your move and support Sustrans today.

[www.sustrans.org.uk](http://www.sustrans.org.uk)

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