

BIKE LAKEWOOD SCHOOL GROUP RIDE

APPLICATION FORM



Thank you for your interest in having Bike Lakewood co-host a group bike ride for your school community!

This program is designed to give students and their families an opportunity to practice safe biking together in their neighborhood. Group rides are led by a League Cycling Instructor (LCI), certified by the League of American Bicyclists, with support from Bike Lakewood volunteers and, when available, Lakewood Police Department neighborhood officers.

Any public or private school located within the City of Lakewood, Ohio, serving students in grades K–8 is eligible to apply. Applications may be submitted by a school staff member or PTA/PTO leader.

What Bike Lakewood Provides

Once your application is submitted, Bike Lakewood will create a route that is suitable for your school community based on safety, traffic, construction, & other conditions.

During the event and before the ride, an LCI will conduct an age-appropriate, off-bike bicycle safety lesson. The lesson will include:

- The ABC Quick Check — a basic check of the bicycle before riding
- How to properly fit and wear a bicycle helmet
- Safe riding practices for riding on the road
- Safe practices for riding as part of a group
- Additional topics the LCI considers appropriate based on the age of participants and the planned ride

Bike Lakewood will invite Lakewood Police Department neighborhood officers to participate in the ride when officer availability permits. Bike Lakewood volunteers may also assist with ride facilitation.

Event Timing and Weather Considerations

Please allow approximately 1–1½ hours for the complete event, including the safety lesson, participant check-in, and group ride.

Bike Lakewood recommends scheduling rides on weekday afternoons immediately following dismissal. Alternative days or start times may be considered depending on LCI/volunteer availability.

Group rides will take place as long as weather conditions are reasonably safe for riding. Light rain or snow will not necessarily prevent the event, but heavy rain, lightning, strong winds, icy roadways, or other unsafe conditions may require cancellation.

School/PTA/PTO Responsibilities

To help ensure a safe and successful event, the school or PTA/PTO agrees to:

- Obtain principal approval before submitting an application.
- Submit the application at least six weeks before the proposed event date.
- Ensure that all participants under age 18 are accompanied by a parent or legal guardian for the entire ride.
- Ensure that all participants wear a properly fitted bicycle helmet during the ride.
- Ensure that all participants sign the required waiver at the event (which will be provided by the LCI). A parent or legal guardian must sign the waiver for anyone under age 18.
- Promote the event to the school community and communicate event details and requirements to participating families.
- Provide a volunteer at the event to assist with check-in and other logistics.

A snack or treat at the conclusion of the ride is encouraged but not required. A small post-ride celebration can be a fun way to build excitement and encourage participation.

School & Contact Information

School: _____

Date of application: _____

Applicant name: _____

Position/role: _____

Phone: _____

Email: _____

Principal Approval

Principal name: _____

☐ I approve this request for a Bike Lakewood school group ride.

Principal signature: _____

Date: _____

Proposed Event Dates

Please provide 3–5 possible dates. All proposed dates must be at least six weeks after the date this application is submitted.

1st choice: _____

2nd choice: _____

3rd choice: _____

4th choice: _____

5th choice: _____

Proposed Route

In most cases, Bike Lakewood will create a route that begins and ends at the school. If you have a different starting or ending location in mind, please describe:

Does your school have a dedicated entrance for students who bike?
If yes, please describe:

Applicant Agreement

By submitting this application, I confirm that:

- ☐ The school principal has approved the proposed group ride.
- ☐ I understand that applications must be submitted at least six weeks before the requested event date.
- ☐ I understand that parents/guardians are expected to participate in the ride with their children.
- ☐ I understand that all participants are required to wear a bicycle helmet during the ride.
- ☐ I understand that all participants must sign Bike Lakewood's required waiver at the event, and that a parent or legal guardian must sign for anyone under age 18.
- ☐ I understand that Bike Lakewood will determine the final route of the ride and may modify any proposed route based on safety considerations.
- ☐ I understand that the requested date and time are subject to Bike Lakewood LCI and volunteer availability.
- ☐ I understand that the event may be canceled or rescheduled due to weather or other unsafe conditions.
- ☐ The school/PTA/PTO will provide at least one volunteer to help with participant check-in and other logistics during the event. If this person will be someone other than the applicant, provide their name and contact information (phone/email) here:

Applicant signature: _____ **Date:** _____

Submit completed applications to: Lakewood@BikeCleveland.org.
Questions about the program or application may also be directed to this email address.