

## Cycle Safe: A Process Evaluation of a Safe Cycling Program Teacher Letter of Information

Dear Teacher,

You are invited to take part in a study about the **Cycle Safe** program. Cycle Safe helps students in Grades 5–8 learn how to ride their bikes safely to and from school.

Cycle Safe is part of **Active & Safe Routes to School (ASRTS)**. ASRTS works with schools across Elgin, Middlesex, and Oxford Counties, and the cities of London and St. Thomas. The goal is to help students and families choose safe, healthy ways to travel.

### **Purpose of this Study.**

The Cycle Safe program has been used in many schools, but it has not yet been formally studied. This research will help us understand what works well and what could be improved. The results will be used to make the program better for future schools and students.

### **Do we have to participate in this study?**

No. Taking part in this study is your choice.

- You do not have to participate.
- You may skip any question.
- You may stop at any time.

There are no consequences if you choose not to take part.

### **What will happen in this study?**

If **you** agree to participate, you will be asked to complete a ***Classroom Tracking Form***. A checklist to show which Cycle Safe activities you used and how helpful they were. This will be provided as a fillable PDF.

### **What are the benefits and risks if I participate?**

There is very little risk in taking part. Some questions may feel personal, but you do not have to answer anything that makes you uncomfortable.

There is no direct benefit, but your feedback will help improve Cycle Safe and similar programs in the future.

### **How will my information be protected?**

The survey will not ask for your name. Only your school and grade may be collected. Your answers will be grouped with others so that no one can be identified. The survey will be

completed online using Microsoft Forms or Survey123. While privacy cannot be fully guaranteed online, steps are taken to protect your information.

### Who do I contact if I have any other questions?

ASRTS Co-Chairs  
Melissa Waters & Laura Dueck  
✉ [info@activesaferoutes.ca](mailto:info@activesaferoutes.ca)

Research Lead  
Dr. Andrew Clark  
✉ [andrew@healthwayconsulting.ca](mailto:andrew@healthwayconsulting.ca)

TVDSB Research & Assessment Services  
Ann McKerlie  
☎ 519-452-2000 ext. 20186  
✉ [ResearchApplications@tvdsb.ca](mailto:ResearchApplications@tvdsb.ca)

LDCSB Research & Evaluation Officer  
Terry Spencer  
☎ 519-663-2088 ext. 42114  
✉ [tspencer@ldcsb.ca](mailto:tspencer@ldcsb.ca)

### Consent to Participate

Taking part in this study is voluntary. By choosing to complete and submit the online survey, you are showing that you have read this information, understand what participation involves, and agree to take part. You may stop at any time by closing the survey, and you may skip any question you do not wish to answer.

# Cycle Safe: A Process Evaluation of a Safe Cycling Program

## Classroom Tracking Form

School: \_\_\_\_\_

Grade: \_\_\_\_\_

Please identify each of the Cycle Safe modules you completed and answer the four questions below identifying the effectiveness of each activity.

Module Topic: \_\_\_\_\_

Date Completed: \_\_\_\_\_

	Strongly Disagree	Somewhat Disagree	Somewhat Agree	Strongly Agree
The lesson plan was clear, easy to understand, & appropriate for my students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Using the lesson plan, I was able to deliver the teaching materials (e.g., ppt, activities) as intended within my regular classroom schedule.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The PowerPoint and activities helped students understand & engage with the key messages of the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What, if anything, would improve the effectiveness of this module?

---



---



---



---

Module Topic: \_\_\_\_\_

Date Completed: \_\_\_\_\_

	Strongly Disagree	Somewhat Disagree	Somewhat Agree	Strongly Agree
The lesson plan was clear, easy to understand, & appropriate for my students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Using the lesson plan, I was able to deliver the teaching materials (e.g., ppt, activities) as intended within my regular classroom schedule.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The PowerPoint and activities helped students understand & engage with the key messages of the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What, if anything, would improve the effectiveness of this tool?

---



---



---



---

Module Topic: \_\_\_\_\_

Date Completed: \_\_\_\_\_

	Strongly Disagree	Somewhat Disagree	Somewhat Agree	Strongly Agree
The lesson plan was clear, easy to understand, & appropriate for my students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Using the lesson plan, I was able to deliver the teaching materials (e.g., ppt, activities) as intended within my regular classroom schedule.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The PowerPoint and activities helped students understand & engage with the key messages of the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What, if anything, would improve the effectiveness of this tool?

---

---

---

---

Module Topic: \_\_\_\_\_

Date Completed: \_\_\_\_\_

	Strongly Disagree	Somewhat Disagree	Somewhat Agree	Strongly Agree
The lesson plan was clear, easy to understand, & appropriate for my students.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Using the lesson plan, I was able to deliver the teaching materials (e.g., ppt, activities) as intended within my regular classroom schedule.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The PowerPoint and activities helped students understand & engage with the key messages of the program.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What, if anything, would improve the effectiveness of this tool?

---

---

---

---