

**Butler Bikes – Declaration Forms – 2014/15 Membership**  
**Code of Conduct for the Use of 'Butler Bikes'**

**GENERAL**

1. To use a Butler Bike, you must be a registered member of the 'Butler Bikes Project'. Sign up through the JCR President.
2. To become a registered member, you must belong to Josephine Butler College; have signed both the 'Code of Conduct' and the 'Health Declaration'. Names will be provided by the JCR to the porters.
3. Membership cost is £15 for 2014/15 membership, payable to the JCR.
4. You will receive a membership card upon joining.
5. Butler Bikes will be available when the JCR Office is open.
6. A bike can be rented for a maximum of 24 hours.
7. The JCR President has the right to refuse membership to any student they suspect are in danger of causing harm to themselves or others.
8. The JCR President has the right to revoke membership and impose penalties or fines dependent on the circumstances if a member is found to be misusing or damaging the bikes.
9. A 'fair use' policy is in place. We currently have just 5 bikes, meaning that there may be high demand for a limited supply. Please respect other students and do not over use the scheme. The JCR President has the discretion to determine overuse, with the provision to suspend use of the scheme.

**CONDITIONS OF USE**

1. Sign up to the scheme through the JCR President, paying membership fee and completing form.
2. Collect a bike by showing your membership card to the JCR Office, sign-in, and collect a lock key.
3. When not being cycled, your bike must be locked up at all times.
4. We both supply and recommend wearing helmets when using the bikes. If you choose to not wear a helmet, you must accept responsibility for your safety.
5. When cycling at night, you must use the bike lights. It is also strongly advised that you wear reflective clothing.
6. You must be aware of and understand the Highway Code, adhering to it at all times. Bikes must be ridden on the road without causing obstruction to pedestrians. See below.
7. Upon return, you must show the bike to the porters, return the key to the porters, and then lock the bike back in its original location, replacing its cover.
8. As a member of the scheme, you have an obligation to report any damage or problems you notice while using the bike.
9. In the event of a stolen bike while off site under loan, we must insist that any theft is reported to the police and a crime number obtained.

Signed:

Name:

Date:

## **Physical Activity Readiness Questionnaire (PAR-Q & You)**

Taking part in physical activity is very safe for most people. However, some people should check with their doctor before they start increasing their activity levels. Please complete the short questionnaire below as it will tell you if you should check with your doctor before you begin training. If you are over 69 and you are not used to being physically active you must consult a doctor in any case.

### **Please read the questions below and answer each one honestly\***

1. Do you have a heart condition or have you been told that you should only do physical activity recommended by a doctor? **Yes / No** (delete as appropriate)
2. Do you feel any pain in your chest when taking part in physical activity? **Yes / No**
3. Do you lose your balance because of dizziness? **Yes / No**
4. Do you ever lose consciousness? **Yes / No**
5. Do you have a joint problem that could be made worse by a change in your physical activity? **Yes / No**
6. Is your doctor currently prescribing drugs (e.g. water pills) for blood pressure or a heart condition? **Yes / No**
7. Do you know of any other reason why you should not do physical activity? **Yes / No**

### **If you answered YES to one of more questions:**

- Talk with your doctor BEFORE you begin being more physically active.
- Inform your doctor of the PAR-Q evaluation and the questions to which you answered yes.

### **If you answered NO to all questions:**

If you honestly answered no to all questions you can be reasonably sure that you can:

- Start becoming much more physically active, remembering to build up workouts gradually.
- Take part in a fitness appraisal; this is an excellent way to determine your basic fitness.

### **Important points to note:**

- You should delay becoming more active if you are not feeling well due to a temporary illness such as cold or fever – wait until you have recovered before you resume training.
- If you are or may be pregnant, talk to your doctor before becoming more active.
- If your health changes so that you then answer YES to any one of the above questions, tell your fitness instructor or health professional immediately – you may have to change your physical activity plan.
- If you wear corrective lenses for poor eyesight, you must wear them while cycling.

**I have read, understood and completed this questionnaire. All questions I have answered are to my full satisfaction.**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Witness:** \_\_\_\_\_

*\* Note: PAR-Q is being given to a person before he or she participates in a physical activity program or a fitness appraisal, this section may be used for legal or administrative purposes.*