Motorcycle Track Procedures

2027

(As of the 25.11.2026)

WA COLLEGE *of* AGRICULTURE - HARVEY
An Independent Public School

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RTO Provider 50421

General Information

The WA College of Agriculture Harvey has a motorcycle track available to students for recreational purposes, located on the College property.

The track has been designed and constructed in conjunction with Motorcycling Western Australia (MWA). The track has been assessed and passed by MWA as complying with the required standards and will be reviewed by MWA on an annual basis. WA College of Agriculture Harvey is an affiliated member of MWA.

The College will provide a secure storage area for the students' motorcycles and equipment. The College is neither liable nor responsible for any damage or theft of a student's motorcycle or equipment stored at the College, nor personal injury. The MWA insurance cover for these circumstances lies with the responsibility of the individual and/or parent/guardian.

Please note that if the Department of Education brings in new guidelines and no longer supports motorcycle riding on a school site then the motorcycle riding would have to discontinue.

TRACK DETAILS AND USE

- 525m in length
- Direction of riding is anti-clockwise.
- The track can be utilised Term 2 and Term 3 for practise riding, given appropriate weather conditions and fire restrictions. Adherence to fire warnings and imposed restrictions is required. (e.g. total vehicle movement bans).
- Preferred day for riding is Wednesday (weather permitting – days may change based on the weather). Only to be ridden in daylight hours (whilst the sun is up), depending upon availability of supervision and Marshalls.
- Maximum 10 minute practise sessions with 5 minute change over.
- Riders must have as a minimum a MWA Recreational License to ride the track.
- Riders must wear the required protective equipment as listed in this policy.
- Only a maximum of five (5) riders on the track at any one time for practise sessions. Juniors and seniors are to ride separately.
- There is no starting gate. Starts are controlled by riders being released at intervals by a starting Marshall – tapping on the shoulder.
- Riders are to ride at their own speed and ability level.
- Riders are not permitted to cut corners on the track.
- Signage as per MWA requirements has been installed at the track entrance.

PROTECTIVE EQUIPMENT

Protective equipment is required to be worn by the rider. **Note: ALL equipment must be in good serviceable condition.**

- Full face helmet, complying with Australian Standards, that is the correct size
- Motorcycle goggles
- Motorcycle gloves
- Motorcycle boots
- Body armour, chest plate as a minimum. Full body Armour and kidney belt is optional.
- Long pants and long sleeved shirt (e.g. Motocross jersey and trousers)

MOTORCYCLE STANDARDS AND REQUIREMENTS

- Two wheel motorcycles only – NO quads or trikes.
- Size and Capacity of bikes – minimum 85cc 2 Stroke/150cc 4 Stroke, maximum 250cc 2 Stroke or 4 Stroke.
- Must be in good condition.
- Motorcycles will be scrutineered on arrival and then at regular intervals according to the following criteria:

Throttles must self-return and have a free action	No fluid leaks
Brake and clutch free play and effectiveness	No sharp edges and any damage
Wheel and frame bearing free play	Correct numbers and number plate (optional)
Valve caps on tubes	Handle bar ends must be plugged
Wheel weights (if present) to be taped over	All levers must have 'ball' ends
Spokes must be tight, no broken spokes	Chain adjusted correctly
Approved spark arrestor in the muffler (to be used in Term 1 & 4)	

- Motorcycles that have passed scrutineering and have been deemed suitable to ride will be identified with a unique tag. This must be kept on the bike at all times.
- Motorcycles that have not passed scrutineering will be marked 'Out of Service' and not allowed to be ridden.
- A 'Register' or 'Log' of the bikes will be kept by the scrutineer to indicate their status.

MOTORCYCLE REPAIRS AND CONSUMABLES

Depending on the nature of the work and with permission from the Automotive Instructor, motorcycles may be worked on in the automotive workshop to assist with student training and progress towards qualifications.

Students may bring their own tools and parts for personal repairs but these must be stored in the approved storage location with the motorcycle. No parts or tools are to be stored in the residential area.

Fuel will be supplied by the student and must be stored in an approved container with the motor bike in the approved storage location.

STORAGE

All motorcycles will be stored in the approved storage location. Students will not be able to access the storage area without authority from staff.

GENERAL RULES AND CONDITIONS OF USE

- Students will need to complete the College's Expression of Interest Form and then you will receive a Motorcycle Application Form, and have this approved prior to bringing their motorcycle to the College site.
- Students will be required to pay the Season Fee for the use and maintenance of the facilities. This will be outlined in the contribution and charges each year.
- **Students will be required to assist with the maintenance of the track, the surrounding areas (including the required fire breaks) and the motorcycle shed.**
- The use of the track facility and activities in the motorcycle shed must NOT be undertaken if a total fire and/or vehicle movement ban has been imposed.
- **Students must be on 'Good' standing at the College to be able to access this recreational activity as a rider or spectator.**
- Students are to 'Sign Out' and 'In' using the College's REACH program to attend the track.
- Students must 'Sign On' the 'Riding Log' before riding on the track each time and 'Sign Out' at the completion. The Marshall in charge for the day will have this present at the track. The carbon copies of these will need to be forwarded to MWA at the end of each month.

- Students can only ride the track under direct supervision of a qualified Marshall.
- Adhere to all Marshalls directions and instructions.
- Spectators must remain in the designated spectator area at all times.
- If riders see another rider has fallen off they are to stop. The Marshall is then to flag and indicate that all riders cease using the track.
- Students do not ride any other students motorcycle.
- Students are not to tamper with anyone else's motorcycle.
- Students are not to take or use any other students fuel, oil, tools equipment, etc.
- Riders may ride their motorcycles (at walking pace and dressed as if they were riding) from the shed to the track and back when required by the most direct and shortest route.

CONSEQUENCES FOR INFRINGEMENTS & BREACHES OF THE PROCEDURES

- 1st Offense – 2 week suspension from access to the motorcycle precinct and riding.
- 2nd Offense – 4 week suspension from access to the motorcycle precinct and riding.
- 3rd Offense – motorcycle and equipment sent home for 5 weeks.

Note: the College reserves the right to escalate the consequence depending upon the seriousness of the breach.

Examples of Infringements & Breaches:

- Repeated cutting of corners on the track
- Tampering with another student's' motorcycle
- Riding irresponsibly or in a manner that is likely to cause injury to themselves or other riders.
- Using another rider's fuel, oil, tools and equipment.

MARSHALLING

- Marshalls are to have completed the MWA prescribed course and be listed with the College as having completed this and provide evidence of this.
- As a minimum, there must be a central Marshall located in the marshalling tower in the centre of the track and Starting Marshall when students are riding the track.
- There are to be four (4) sets of flags in the marshalling tower and one set at the start.
- A comprehensive first aid kit is to be available in the marshalling tower at all times when practise is being undertaken.
- Marshalls are to have a means of telecommunication with emergency numbers and college contact details.
- Marshalls are to hold a current First Aid Certificate.

INSURANCE AND HEALTH

Motorcycling has inherent risk and accidents can occur leading to severe consequences, potentially death. Riders and their parents must hold personal health insurance and ambulance cover.

A copy of the insurance policy containing the policy number is to be provided with the application form. Proof of ambulance cover is to be provided too (this may be part of your private health insurance or St John's Ambulance cover).

PROCESS

- Student/Parent completes and submits and Expression of Interest Form so as to determine the number of riders and motorcycles.
- Application Form and Motorcycle Procedures are provided to parents
- Application assessed by the College (Marshall, Residential Manager and School Administrator).
- Student/Parent notified of outcome of application.
- Upon approval of your application you agree to pay the fee of $100.00 for use of the track during Term 2 and 3, in accordance with the Procedures prior to the Motorcycle being brought to the College.
- Student arranges to have the motorcycle scrutineered as per the procedures by the Marshalls.
- If the motorcycle passes scrutineering the student is than able to use the motorcycle and track as per the College Procedures.

END OF PROCEDURES

MONITORING AND REVIEW

WA College of Ag – HARVEY will review these procedure twelve months after implementation and annually thereafter.

Effectiveness of the procedure will be assessed through:

- Review of the procedures by College Executive and Management staff to determine if procedures have been met and to identify if motorcycle recreational activities should continue

Date of review and revision notes.

6th May 2024—minor change (‘racing’ to ‘riding’) (Dean Pfitzner)

AUTHORISATIONS

Signature:

Position: HOD Residence

Area policy originated from: Residential

Motorcycle Application Form

Student Details

Name: _____ Date: _____

MWA License (Please attach copy) Class: _____ Number: _____

Rider History (Please list or attach details)

Motorcycle Details

Make: _____ Model: _____

Colour: _____ VIN/Chasis Number: _____

Capacity: up to 250cc 2 Stroke ☐ 4 Stroke ☐

Please provide and attach photo of the motorcycle below:

(Insert Photo here)

Insurance Details (please attach copies of policies and proof of cover)

Provider: _____ Policy Number: _____

Ambulance Cover: Yes ☐ No ☐ Policy Number: _____

Permission & Declaration

I give permission for my son/daughter _____
(Student Name)

To bring a motorcycle to the WA College of Agriculture Harvey for use at the College track.

- I have read the procedures for use of motorcycles at the College and agree to the College expectations.
- I confirm that my child has the necessary skills to use the track in a safe manner.
- I understand that the track is accredited by MWA and that the students using the track are not covered by any external or Department of Education insurance arrangements.
- I accept that any injury to my child or any damage to the motorcycle is not the responsibility of the College or the Department of Education.
- I hold appropriate health insurance and ambulance cover for my child and have provided copies of the policy and proof of ambulance cover.
- I accept that students with motorcycles at the College will be expected from time to time to assist in maintaining the track to the required standard.
- I acknowledge my bike is in sound condition and I will keep my motorcycle in accordance to the standards required.
- Parents have reviewed and understand the information provided on the MWA website.
- Upon approval of your application you agree to pay the fee of $100.00 for use of the track during Term 2 and 3, in accordance with the Procedures prior to the Motorcycle being brought to the College.

SIGNED: _____ **DATE**: _____
(Parent/Guardian)

SIGNED: _____ **DATE**: _____
(Student)

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ADMINISTRATION USE ONLY

Application Form Received: Date: _____

Application Approved: Date: ☐ ☐

_____

Health Insurance Policy and Ambulance Cover provided: Yes No

Comments/Restrictions:

Motorcycle Scrutineered Date: _____ Sign: _____

Manager Corporate Services Received Payment Date: _____ Sign: _____