ELECTRIC KICK SCOOTERS (E-SCOOTERS) AND ELECTRIC BIKES (E-BIKES)

BACKGROUND

This Administrative Procedure (AP) establishes the regulatory status and safety requirements for e-bikes and e-scooters on School District No. 40 (New Westminster) (the "District") property. The district's primary objective is to ensure school sites remain safe, pedestrian-friendly environments while maintaining strict compliance with governing frameworks, including but not limited to, British Columbia's Motor Vehicle Act, British Columbia's Motor Assisted Cycle (E-Bike) Regulation, and City of New Westminster bylaws.

This procedure applies to all students, staff, parents, and visitors operating or transporting e-bike and e-scooter devices on district-owned or operated property.

SCOPE

This procedure does not apply to mobility aids or medical devices used by students, staff or visitors because of a disability or medical need. Accommodation requests are handled through [the District's inclusion or accessibility process].

REGULATORY ALIGNMENT

1. **Legal Precedence** – The use of e-bikes and e-scooters on district property is strictly contingent upon their legality under B.C. provincial laws and City of New Westminster bylaws.
2. **Default Prohibition** – If a device type (e.g. e-scooter) is currently prohibited by City of New Westminster bylaws on public paths or property, that prohibition is automatically extended to all district property.
3. **Compliance** – Any individual bringing an e-bike or e-scooter to district property must meet all legal requirements for that device, including but not limited to, minimum operator age and helmet requirements. Minimum ages are 16 for standard e-bikes and e-scooters and 14 for light e-bikes. A helmet is required when operating an e-bike or e-scooter.

PROCEDURES

Regardless of a device's legal status for use in the community, the following rules apply on district property to ensure student and staff safety:

Modification to this document is not permitted without prior written consent from New Westminster Schools.

4. Pedestrian-Only Zones

4.1. All school grounds, including parking lots, fields, play areas, drop-off lanes, walkways, and indoor locations, are designated "Dismount Zones" where e-bikes and e-scooter devices are prohibited.

4.2. Devices must be powered off and walked immediately upon entering district property.

5. Indoor and Outdoor Storage and Fire Safety

5.1. To mitigate the risk of lithium-ion battery fires, the storage or charging of e-bikes and e-scooters, including the storage of removable batteries, is strictly prohibited inside all district buildings (e.g. classrooms, lockers, offices, etc.).

5.2. Devices may only be secured in designated, unpowered outdoor areas (e.g. bicycle racks) specified by the school principal.

6. Liability Disclaimer

6.1. The District assumes no responsibility for the loss, theft, or damage of any e-bikes or e-scooters or associated equipment (helmets, batteries) brought onto district property.

COMMUNICATION AND REVIEW

7. Updates on Device Legality

7.1. The district will communicate any changes to municipal and provincial regulations on its website and other appropriate channels to assist the community in determining which devices are currently street legal.

8. Periodic Review

8.1. This Administrative Procedure will be reviewed annually to reflect changes, if any, in the City of New Westminster's bylaws or provincial laws governing the use of e-bikes and e-scooters.

DEFINITIONS

- **E-Scooters** - Electric kick scooters are battery-powered motorized devices with two to four wheels, a platform for standing, and handlebars for steering.
  (Source: BC Motor Vehicle Act)

Modification to this document is not permitted without prior written consent from New Westminster Schools.

- **E-Bikes** – E-bikes (defined by law as "motor-assisted cycles") are power-assisted cycles equipped with a motor to help propel the device. They must have operable pedals and meet specific technical requirements under the *Motor Vehicle Act*.

    - Standard E-Bike (≤ 500 W, ≤ 32 km/h, throttle allowed) – 16 years and older
    - Light E-Bike (≤ 250 W, ≤ 25 km/h, pedal-assist only) – 14 years and older; riders under 16 may not carry or tow passengers

- **School Property** – All school grounds and infrastructure, including buildings, walkways, fields, and parking lots, owned or operated by the district.

References:

- BC Government Page – Motor Vehicle Act
- BC Government Page – Electric Kick Scooter Pilot Project
- BC Motor Assisted Cycle (E-Bike) Regulation
- City of New Westminster bylaws

Adopted: ***October 20 , 2026***

Modification to this document is not permitted without prior written consent from New Westminster Schools.