



## Child Cycle User Permission Letter – Parent Copy

Any child wishing to cycle to school and store their cycle on the school premises needs both parental and school permission to do so. This will be granted when the following guidelines have been discussed with the pupil cycling and the signed consent form is returned to school. The full Cycling to School Policy can be found on the school website.

**Parents are reminded that how child(ren) travel to and from school is ultimately the responsibility of parents.**

### Cycling to School Guidelines:

- Pupils will not be allowed to cycle to school unaccompanied unless they have completed the Local Authority provided Level 2 on-road cycle training. This will be offered to all pupils in year 6.
- Pupils who have not had the appropriate training may cycle to school **but only if accompanied by a parent or other responsible adult**. An older sibling of secondary school age does not count as a responsible adult. Parents will make the decision about whether they feel their child is mature and safe enough to cycle accompanied.
- Pupils will not be allowed to store their bike at school if they do not wear an appropriate fitted cycle helmet for the entirety of their journey to and from school.
- All cycles to be stored at school must be in a roadworthy condition with two brakes, reflectors and a bell.
- Children should, where possible, wear high visibility clothing and in winter parents should consider fitting adequate front and rear lighting to cycles.
- Cyclists **MUST** dismount as soon as they approach the school gates and push their cycles to the cycle storage areas.
- The school cannot accept any responsibility for loss, theft or damage to any cycle or associated items brought to school. Cycles should be locked securely in the cycle storage area.

The headteacher reserves the right to withdraw permission to store cycles at school should the above guidelines not be adhered to.

These guidelines have been adopted by the governing body to help ensure the safety of all pupils and to promote safe practices when cycling.

November 2013



## Child Cycle Users Permission Letter – Child Copy

In order to cycle to school I will remember the following:

- I am not allowed to cycle to school on my own until I have passed the Bikeability Level 2 training in Year 6.
- I can only cycle to school if my parents/carers think I am sensible and mature enough.
- I have to cycle with a responsible adult (not a brother or sister at Toot Hill).
- I will wear a helmet for the whole journey and will only take it off when I have got off my bike.
- I will keep my bike in good condition and make sure it has good, working brakes, reflectors and a bell.
- I will wear bright clothing when at all possible so other road users can see me.
- I will ALWAYS get off my bike and push it as I approach the school gates. I will never cycle on the school grounds unless I am doing a cycle course.
- I know that my bike is my responsibility and the best way to make sure it stays safe is to lock it up.
- I know that I should not cycle in a way that puts other road users or pedestrians at risk.

If I do not follow all these guidelines I know that I will no longer be allowed to cycle and store my bike at school.



## Cycling to School Parental Consent

I consent for my child / children ..... to cycle to school.

I agree that:

- I have read and understand the guidelines provided (Child and Parent Cycle Users Permission Letter).
- I have discussed these guidelines with my child.
- I understand that should the guidelines not be adhered to the school will withdraw the privilege of bringing a cycle onto the school premises.

Signed: ..... Date: .....

Relationship to child: .....

## Cycling to School Child's Agreement

My name:.....

I agree that I have read through all the guidelines and discussed them with my parents/carers.

Signed: ..... Date: .....