



Dear Parent

Your child has requested permission to cycle to school. Could we please bring your attention to the following:

Children may only cycle to school if they have a Bicycle Pass, which can be obtained from the school by completing the attached form. We must point out that any evidence of reckless riding either to or from school will result in the pass being withdrawn. This will mean that your child will not be allowed to bring their bicycle onto school premises.

If the following rules are broken the pass will be withdrawn.

1. The bicycle must be road worthy:
  - Both brakes working.
  - Both tyres pumped up, also a good even tread over the whole tyre.
  - Chain kept oiled.
  - Lights and Reflectors must be fitted when cycling in the dark or in foggy conditions (white front and red rear).
2. The child must wear a cycle helmet
3. The child must wear either fluorescent/reflective band - clothing or white or bright clothing to be seen clearly at all times.
4. Anything that is needed to be brought to school should be carried in a rucksack on the child's back, or placed in a basket or panniers attached to the bicycle.
5. The bicycle should be locked when unattended, even in the bicycle shelter.
6. Children who have not passed their Cycle Training must be accompanied by a supervising adult.
7. Riding bicycles in the school grounds is not permitted. Please ensure your child dismounts before they enter the school grounds.

If you wish your child to cycle to school, please complete the form overleaf, return to school as soon as possible and we can then issue your child with a Bicycle Pass.

Yours sincerely

**Mrs C Ferens**  
Head teacher

HILL VIEW SCHOOL

REQUEST FOR A BICYCLE PASS

Child's Name..... Child's Class .....

Make of Bicycle .....

Predominant colour.....

I agree to keep my child's bicycle in roadworthy condition.

I agree to ensure my child wears a bicycle helmet at all times when riding to and from school.

I give my permission to allow my child to cycle to school and acknowledge the fact that if he/she is seen riding recklessly or in a dangerous manner or in any way breaking the Bicycle Cycling rules the school reserves the right to prevent him/her from riding his/her bicycle on the school premises.

I realise the safety of my child is my responsibility whether my son/daughter has taken their Cycle Training test or not.

I realise that it is my responsibility to provide my child with a cycle lock and to ensure that he/she locks the bicycle whilst it is in the cycle storage facility.

Parents signature.....date.....

I agree to ride my bicycle sensibly and keep to the Cycling rules.

Pupils signature.....date.....

Please pass this form to the School Office who will then issue your child with their Cycle Pass.