



# Cycle to School Policy

Vice Principal - Business

PREMISES COMMITTEE

## Review History

Reviewed	Determined	Cycle	Review	Notes
Spr-16	Spr-16	3	Spr-19	



Coopers School recognises the many positive benefits of students cycling to and from school. These include:

- Improving health through physical activity
- Establishing positive active travel habits
- Promoting independence and improving safety awareness
- Reducing congestion, noise and pollution in the community
- Reducing environmental impact of the journey to school

To safeguard the students cycling to school, **the school will:**

- Provide bicycle storage on the school site for up to 10 bicycles
- Undertake any repair and maintenance as necessary to keep the bicycle sheds in a proper and safe condition
- Offer bikeability courses
- Provide a cycle permit once the student and parents/carers have completed the necessary paperwork
- Notify parents/carers should an individual student not adhere to this policy. Withdraw permission to bring a bicycle onto school grounds if deemed appropriate

To make cycling to and from school a positive experience for everybody concerned, **we expect our students to:**

- Sign and adhere to the cycle agreement form (this form must be completed before a cycle to school permit is approved and issued)
- Ride sensibly and safely and to follow the Highway Code, e.g. ensure they can be seen by other road users, by using bicycle lights and wearing high-visibility clothing, as appropriate
- Demonstrate an awareness of and show respect to all other road users and pedestrians alike
- Provide a personal padlock for their bicycle and locker
- Take responsibility for checking that their bicycle is roadworthy and regularly maintained
- Dismount at the school gates when arriving to school and walk the bicycle to the bicycle shed
- Refrain from cycling on school grounds at any time
- Refrain from chaining their bicycles to any part of the school building, including all internal and perimeter fencing

For the well-being of our students, **we expected parents and carers to:**

- Sign and adhere to the cycle agreement form (this form must be completed before a cycle to school permit is approved and issued)
- Ensure their child attends any courses the school provides in promoting bicycle safety if applicable
- Ensure their child wears a bicycle helmet
- Provide their child with the appropriate safety equipment such as high-visibility clothing, bicycle lights as appropriate
- Ensure that the bicycles ridden to school are roadworthy and regularly maintained

**The decision as to whether a child is competent to cycle to and from school safely rests with the parents/carers and the school has no liability for any consequences for that decision. Parents are advised to take out appropriate insurance cover as the school's insurance does not cover loss or damage to bicycles.**



Dear Parent/Carer

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

Students may only cycle to school if they have a Cycle Permit, 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 student must wear a cycle helmet

3. The student 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 student'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. Students must have attended the Bikeability Course.

7. Riding bicycles in the school grounds is not permitted. Please ensure you 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 Cycle Permit.



### COOPERS SCHOOL

#### REQUEST FOR A CYCLE PERMIT

Student Name .....

Year Tutor Group .....

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 Cycling rules the school reserves the right to prevent him/her from storing 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.

Parent signature .....

Date .....

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

Student signature .....

Date .....

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