

CYCLING/SCOOTING TO SCHOOL AND PARKING **SPRING TERM 2011**

A permit has to be obtained from Miss Moss **before** any pupil can come to school on a cycle or scooter and store their bike/scooter on school premises.

All bikes/scooters must be stored at the back of the school in the cycle racks provided.

SCOOTING

- Scooting to school is open to pupils from Year 2 to Year 6
- Scooting to school – all participants will have to follow the rules number 4 to 19 below.

CYCLING

- 'Cycling to school UNACCOMPANIED' - is only open to those pupils who have gained their Cycling Proficiency certificate. This certificate can be obtained outside school through a bone fide organisation or through the scheme offered in Year 6.
- 'Cycling to school ACCOMPANIED' - to and from school by a responsible adult is open from Year 2 to Year 6.

PUPILS COMING TO SCHOOL UNACCOMPANIED ON A BICYCLE WILL HAVE:

- 1 A proficiency certificate
- 2 A helmet kept in a draw string bag in school – no other bag
- 3 Fluorescent gear kept in a draw string bag in school
- 4 A cycle/scooter in good working order
- 5 The cycle or scooter will never be leant to or shared with other pupils
- 6 A signed permission slip from home kept for office purposes
- 7 A signed 'contract' by the pupil recognising/confirming the rules (this is kept on file by the office)
- 8 A signed permit card kept by the pupil and to be shown on demand and this may not be leant to or shared with other pupils
- 9 An understanding that the school's word is final regarding permission

- 10 An understanding that if any of the rules are disregarded, permission to cycle/scoot to school will be withdrawn for a period. This sanction is decided by the school and the Head's decision is final – e.g. A sanction for riding a cycle/scooter on the premises is a three week ban.
- 11 If the cycle parking area becomes too full a rota system or other system/ restriction may be introduced to manage the circumstance.
- 12 If a pupil is found/reported to have been unsafe or a dangerous user, the privilege will be withdrawn immediately.
- 13 An understanding that the school accepts no liability whatsoever for the safety/loss/damage of the cycles/scooter however caused.
- 14 **All pupils must dismount on reaching Holbrook School Lane and walk** on the pavement with their cycle/scooter through the KS2 gate in Holbrook School Lane directly onto the junior playground and walk directly to the cycle parking area. Similarly in reverse when going home.
- 15 Pupils will not loiter in or around the cycle/scooter park.
- 16 Pupils are not to go to their cycle/scooter during the school day.
- 17 Pupils must **use a combination lock** for securing their cycle/scooters not a lock and key mechanism.
- 18 Permission must be given and a permit issued to each pupil wishing to use the scheme BEFORE they can bring their cycle/scooter to school and stored on the school site.

County guidance states that pupils who have gained their Cycling Proficiency Certificate, SHOULD ride on the road and NOT on the pavement.

In the interests of pedestrians, the school recommends that no pupils are to ride their cycles on any of the pavements bordering the school premises.

The Head and the Governing Body advise that pedestrians always have the right of way on the pavements

PUPILS COMING TO SCHOOL ON A BICYCLE WITHOUT A CYCLING PROFICIENCY CERTIFICATE CAN ONLY:

- Ride to school and park their cycles if there is a guarantee that they are accompanied the full journey to and from school by a responsible adult.
- Parents are expected to 'police' their own child/ren in respect of the rules on the premises
- Rules 2-18 above apply

SCOOTING

- Pupils may only scooter to school and park their scooters if there is a guarantee that they are accompanied the full journey to and from school by a responsible adult.
- Pupils coming to school on a scooter will have to abide by all rules 4 to 18
- No motorised or driven assisted scooters are allowed as part of the scheme
- Parents are expected to 'police' their own child/ren in respect of the rules on the premises

PRE-START MEETING

- Before the scheme starts there will be a meeting of all pupils which they **MUST** attend.
- Each pupil will be issued with a named pass card. This card will only be issued to those having signed the agreement and have attended a pre-start meeting.
- At this meeting the rules will be rehearsed and any clarification given.

STORAGE OF PARENTS' CYCLES

Due to space issues parents cannot leave their cycles on the school premises (unless they are volunteering in school)

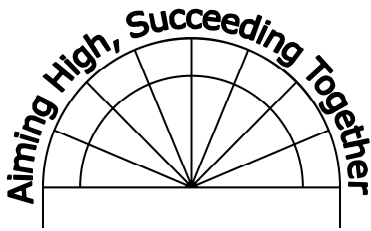
CO-OPERATION

To avoid problems and misunderstandings we must make it clear that cycling and scooting to school is a scheme organised by the Head and Governors, as a response to requests from the community. The scheme can not be considered as a right. Parents and pupils can not expect that cycling/scooting is their only means of getting to school, walking continues to be encouraged. The school will not enter into discussion with parents about any sanctions incurred. Thank you.

SEE ALSO

Pupil's Contract

Sample Permits



HOLBROOK PRIMARY SCHOOL

Holbrook School Lane, Horsham,
West Sussex RH12 5PP

Tel: 01403 272500 Fax: 01403 272600

<http://holbrookschool.co.uk>

email: office@holbrook.w-sussex.sch.uk

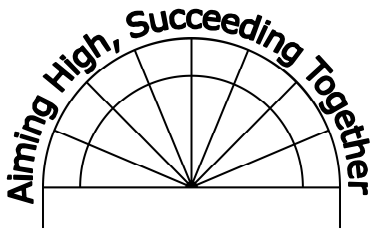
CYCLING/SCOOTING TO SCHOOL
PUPIL'S CONTRACT

I (pupil's name) in
class have read and understood the 'Terms
and Conditions' for cycling/scooting to school and
promise to abide by them.

I understand that I will attend a pre-start meeting and
be issued with a 'Permit Card' which I will keep and
show to staff on request.

Signed.....(pupil signature)

Date



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Holbrook School Lane, Horsham,
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<http://holbrookschool.co.uk>

email: office@holbrook.w-sussex.sch.uk

CYCLING/SCOOTING TO SCHOOL
PARENT'S CONTRACT

I (parent/carer) of
..... (pupil's name) in
class have read and understood the 'Terms
and Conditions' for cycling/scooting to school and give
permission for my son/daughter to cycle to school and
to store his/her cycle or scooter on the school premises
during the school day:

Accompanied yes/no

Unaccompanied yes/no

Bicycle yes/no

Scooter yes/no

Signed.....(signature)

Date



Holbrook Primary School
Spring/Summer Term 2010

NameClass

ACCOMPANIED CYCLING PERMIT



Holbrook Primary School
Spring/Summer Term 2010

NameClass

UNACCOMPANIED CYCLING PERMIT



Holbrook Primary School
Spring/Summer Term 2010

NameClass

UNACCOMPANIED CYCLING PERMIT



Holbrook Primary School
Spring/Summer Term 2010

NameClass

UNACCOMPANIED CYCLING PERMIT