

2020-2021

Moorside Community Primary School
Head Teacher – S Lawler-Smith



MOORSIDE COMMUNITY PRIMARY SCHOOL

CYCLING POLICY

Moorside Community Primary School

Head Teacher: S. Lawler-Smith

Named personnel with designated responsibility

Designated SLT	Deputy designated SLT for EY and KS1	Deputy designated SLT for KS2	Operations Manager
S. Lawler-Smith	S. Cooper	H. Kearsley	H. Byrne

Head Teacher	Sign and Date	
Deputy Head Teacher	Sign and Date	
Operations Manager	Sign and Date	

Next Review Date	October 2021
Person Responsible	School Operations Manager
Document locations	Shared Drive

Change History

Version	Date	Change Description	Stored
1	Oct 2014		
2	Oct 2015	Updated policy template in line with current agreed guide.	
3	Oct 2018	Updated policy template dates	
4	Sep 2019	Updated policy template dates, Deputy Head Teacher and School Operations Manager	
5	Mar 2021	Amendment to Deputy designated SLT	
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POLICY STATEMENT

Moorside Community Primary School would like to promote cycling to school for our pupils as it improves health and fitness, reduces traffic outside the school making conditions safer for everyone and benefits their general development.

PLEASE NOTE:

- School will provide a safe place for bikes/scooters to be stored
- The School cannot accept any responsibility for the safety of the bikes/scooters being stored. Parents are advised to take out appropriate insurance cover as the school's insurance does not cover loss or damage to bicycles.
- Whilst we wish to encourage an increase in the number of pupils cycling or coming to school on a scooter, the decision as to whether your child is competent to negotiate such hazards as may present themselves on the route from home to school and back lies with parents/carers. Moorside Primary School does not accept liability for any consequences of that decision.

PROCEDURE

- There are 3 available cycle shelters which have the capacity to hold 30 cycles or scooters.
- The places will be given on a first come first served basis.
- A cycle permission form must be completed and then a permit will be issued.

CONDITIONS FOR CYCLING TO SCHOOL

- All bicycles/scooters must be in a roadworthy condition
- Pupils must have a school permit to park their cycle/scooter
- Cyclists must ride sensibly and follow the highway code
- Approved cycle training must have been undertaken if the pupil is not being accompanied by an adult
- Pupils must wear a correctly fitted helmet
- All bicycles and scooters must be securely locked in the approved parking areas – it is your responsibility to provide a suitable lock.
- When entering the school grounds you must dismount from your cycle/scooter and walk to your designated parking slot.
- Your bicycle or scooter will not be accessible during the school day

If any conditions listed on the permit above are breached the School reserves the right to revoke the permit.

MONITORING AND EVALUATION

The policy and procedures will be monitored and evaluated annually.

APPENDIX 1

CYCLE PERMIT APPLICATION FORM

Moorside Primary School reserves the right to revoke this permit in the event that any of the conditions above are breached

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- Approved cycle training must have been undertaken if the pupil is not being accompanied by an adult
- Pupils must wear a correctly fitted helmet
- All bicycles and scooters must be securely locked in the approved cycle/scooter parking areas – it is your responsibility to provide a suitable lock.
- When entering the school grounds you must dismount from your cycle and walk to your designated parking slot.
- Your bicycle or scooter will not be accessible during the school day

I accept all the above conditions and request permission for my child to be given access to cycle/scooter parking at the school and be issued with a cycle/scooter permit.

NAME OF CHILD: _____

CLASS: _____

SIGNED: _____ (PUPIL)

SIGNED: _____ (PARENT/CARER)

Cycle Serial Number: _____ Cycle Make/Model: _____

Cycle Colour: _____

SCHOOL USE:

Name of Pupil: _____ Class: _____

Permit No: _____