



TALAVERA JUNIOR SCHOOL  
Gun Hill, Aldershot, Hampshire, GU11 1RG  
Telephone No: 01252 322156  
www.talaverajunior.co.uk  
Head Of School: Mrs L Harman-Box

## **BICYCLE AND SCOOTER SCHOOL POLICY**

Children are allowed to ride their bicycle/ scooter to school if the following criteria are met:

1. The bicycle/ scooter is fully equipped and is in full working order.
2. The parents carry out a full safety inspection.
3. The child wears a cycle helmet.
4. The child wears suitable reflective clothing on dark mornings and afternoons.
5. The child dismounts before entering the school gate and wheels the bicycle/scooter down the path.
6. The bicycle/ scooter has a proper padlock and key.
7. The parent makes an application for a bicycle/scooter permit to the Headteacher.
8. The bicycle/ scooter can be identified by the tag given at time of permit granted.

It is understood that a bicycle/scooter permit will be withdrawn if at any time these criteria are not met or there is any evidence of dangerous riding behaviour. Parents must take full responsibility for ensuring a child is old enough and competent enough to ride a bicycle/scooter down a prescribed route.

## **CHILD CYCLISTS: NOTES TO PARENTS.**

Talavera Junior School asks for the co-operation of parents, guardians and teachers in a determined effort to try to prevent accidents to child cyclists. The roads around Aldershot can be very busy and dangerous.

It is essential, if accidents are to be avoided, that the bicycles/ scooters used by children should be in a thoroughly road-worthy condition. The school will refuse to allow any child to bring a bicycle/ scooter onto the school premises unless they have a permit from the Head of School.

Accidents have occurred when children have not been able to use both hands in steering the bicycle/ scooter e.g. when carrying bags or books etc. Please therefore ensure children have a backpack to carry anything necessary.

Parents/ guardians must provide a padlock and key to safeguard against theft. Please note there is no bicycle/scooter shed currently at the school, although we do have bicycle racks Talavera Junior cannot except responsibility for the safe keeping of bicycles or scooters.

Yours faithfully,  
Laura Harman-Box  
Head of School



**APPLICATION FORM FOR A BICYCLE/SCOOTER PERMIT**

1. Name of pupil: \_\_\_\_\_
2. Year group: \_\_\_\_\_
3. Is your child's bicycle/scooter of a suitable size? Yes \_\_\_\_\_ No \_\_\_\_\_
4. Are the brakes in good condition? Yes \_\_\_\_\_ No \_\_\_\_\_
5. Are the tyres in good condition and suitably inflated? Yes \_\_\_\_\_ No \_\_\_\_\_
6. Are the lights adequate? Yes \_\_\_\_\_ No \_\_\_\_\_
7. Are the reflectors clean and effective? Yes \_\_\_\_\_ No \_\_\_\_\_
8. Does your child have a suitable lock and chain? Yes \_\_\_\_\_ No \_\_\_\_\_
9. Does your child have a cycle helmet? Yes \_\_\_\_\_ No \_\_\_\_\_
10. Has your child been suitably trained? Yes \_\_\_\_\_ No \_\_\_\_\_

**PARENT STATEMENT**

I/We have read Talavera's policy on cycling/ scootering and the guidance notes that go with them.  
I/We take full responsibility for ensuring that my child is competent enough to ride their bicycle/scooter along a prescribed route set by us.  
I/We accept the guidance that the school has given us and will ensure that the rules are followed.  
I/We are aware that the school does not accept any responsibility against theft or damage to my/our child's bicycle/scooter.

Signed: \_\_\_\_\_ (Parent/ guardian)

Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

PERMISSION GIVEN:      YES/NO

PERMIT NUMBER:      \_\_\_\_\_

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**CYCLING/SCOOTER PERMIT**

Talavera Junior School give \_\_\_\_\_ (Class: \_\_\_\_\_)  
permission to cycle/ scoot to school and to bring their bicycle/ scooter onto school premises during the school day.

It must be understood that Talavera Junior School cannot accept responsibility for the safe custody of the bicycle/scooter and that this is a risk taken by the parent. It must also be understood that the above named pupil must wear a helmet and that their bicycle/scooter is in good working order.

Signed: \_\_\_\_\_ Head of School

Date: \_\_\_\_\_

**This permit may be cancelled at the Head of School's discretion.**

**PERMIT NUMBER: \_\_\_\_\_**

**PLEASE ATTACH THE TAG WITH PERMIT NUMBER TO YOUR BICYCLE/SCOOTER IMMEDIATELY.**