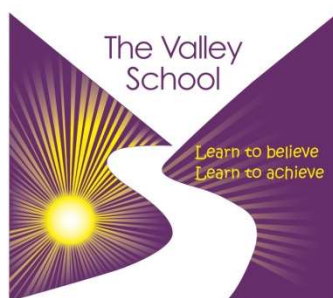


**Headteacher:**  
Corina Foster



**The Valley School**  
Broadhall Way  
Stevenage  
Herts SG2 9BN  
Tel: 01438 747274  
[admin@thevalley.herts.sch.uk](mailto:admin@thevalley.herts.sch.uk)

Tuesday, 18 February 2020

Dear Parents and Carers,

## REF: CYCLING OR USING SCOOTERS TO TRAVEL TO SCHOOL

Local residents have raised concerns about how some of our students are putting themselves and others at risk when they arrive or leave the school by bicycle or by scooter. Please help us to keep our pupils safe if they are travelling in this way. Pupils who do not abide by the following will not be permitted to bring bikes or scooters to school.

- Helmets must be worn at all times. They must be fastened securely and undamaged.
- Vehicles must have lights and reflectors and must be in good order, with working brakes.
- Pupils must arrive at the school site no earlier than 9.00. Gates are not open before this time and no staff are available to supervise.
- All activity must be safe and respectful of others. Pupils must not ride around in the road while they are waiting.
- Pupils must wait on the pavement, holding their bikes and scooters, not sitting on them or riding on them.
- Bikes and scooters must be wheeled in the school grounds.
- Cyclists must have a bike lock and must secure their bike in the racks. Scooters are to be carried to classrooms.
- No bikes/scooters are to be used during the school day, unless this is a supervised activity.
- Due to the number of parked and moving cars, pupils are required to wheel their bikes/scooters to the end of the road when school finishes for the day.

I am delighted that so many of our pupils are interested in becoming independent in their travel and are choosing to cycle or scoot to school. If you want your son or daughter to travel to school in this way, please complete the attached form and ensure that you support us in reinforcing some basic expectations, so that we can keep our pupils safe and their bikes in good order.



Pupils have been reminded of these rules today and are expected to follow them without exception. If the form is not returned, your child's bike/scooter will be kept securely for you to collect it on their behalf.

Thank you for your support.

Corina Foster

Corina Foster  
Headteacher



<b>THE VALLEY SCHOOL AGREEMENT FOR THE USE OF BICYCLES AND SCOOTERS</b>	
<b>Pupil's name</b>	<b>Tutor Group</b>
I confirm that I give my permission for the above pupil to cycle/scoot to and from school and I will ensure that the following expectations are fully understood and followed.	
I have checked that the bike/scooter is in good condition and that tyres, brakes, reflectors and lights are present and working well	YES/NO
I will ensure that the above are checked on a weekly basis	YES/NO
This pupil will wear a correctly fitted cycle helmet for all journeys to and from school	YES/NO
I will provide a lock and ensure that the pupil knows how to use it	YES/NO
I will ensure that the pupil arrives to school no earlier than 9.00	YES/NO
This pupil is aware that cycling/scooting is not allowed within the school grounds	YES/NO
The above rules have been discussed and my child is aware that he/she will not be allowed to travel by bike/scooter if they are not followed	YES/NO
<b>Signed:</b>  <b>Parent or Carer:</b>  <b>Pupil:</b>	<b>Date:</b>