



## Student use of bicycles and Motor vehicles (mopeds)



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Title: Student Use of bicycles and motor vehicles (mopeds)	
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Status	Approved By	Date Approved	Review Period	Date for Review	Statutory/ Optional	SLT
Approved	FGB	March 2022	3 years	March 2025	Optional	SJB

This policy is in order to make provision for students who travel by bicycle from home to school and for eligible Year 11 students to drive to school by motor vehicle (moped), yet sustain a safe environment for students, staff and visitors to the school.

If students would like to ride a **bicycle** to school they must wear an appropriate safety helmet and sign the attached contract. Students must park their bicycles in the cycle rack provided in the bike rack by reception. Students will be encouraged and supported to complete Bikeability training.

If students would like to drive to school and park a motor vehicle (**moped**) on school property, they must:

1. Speak to their tutor to obtain a copy of this policy.
2. The tutor will arrange for someone to explain the policy to the student.
3. The student will
  - complete the attached contract with vehicle details
  - read the conditions
  - sign the contract
  - ask for parents/carers' signature
  - bring the form back to school.
3. Hand in the form to allow the Head Teacher to make a decision.  
(Background information on the student's behaviour in school will be used to support the decision.)
4. The student will be informed of the Head Teacher's decision and the form will be put on file and a copy passed to the office where a record of registration numbers are kept.
5. The student will then need to bring in a certificate of completion of Compulsory Basic Training (DL196), moped insurance, licence and tax so it can be copied and stored on the school's records.
6. If any situation occurs whereby the terms of the contract are broken, the student will no longer be allowed to bring the vehicle to school. Parents will be informed of this and the reasons why.

#### **PLEASE NOTE**

**Permission is only granted for the vehicle identified on the contract. Use of a different vehicle is not granted and separate permission will be required e.g. change of bike.**

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## Contract - Student Use of Motor Vehicle (Moped)

Name: ..... Tutor Group: .....

Registration No: .....

Model:.....Colour: .....

I understand that being able to bring my vehicle to school is only at the discretion of the Head Teacher.

I can do so, provided I follow these conditions. I will:

1. Show KS4 Assistant Head my certificate of completion of Compulsory Basic Training (CBT), my provisional driving licence, insurance, tax and valid MOT.
2. Ensure my vehicle always has valid insurance, tax and MOT.
3. Travel at under 5mph whilst on school property.
4. Always wear a helmet and appropriate protective clothing.
5. Arrive at school by 8.50 am and leave after 3.25 pm, to avoid times when the car park is very congested with vehicles and people.
6. Drive with extreme care at all times.
7. Not allow any other person to ride as a passenger on the vehicle.
8. Park in the Lower Car Park next to the steps.
9. Not congregate in the car park around the vehicles at any time.
10. Always be aware of the number of children on site – extreme vigilance is needed.
11. Not ride intentionally into school and out of school with other student users.
12. Follow the Highway Code.

**I agree to the above conditions.**

**I understand that parking my vehicle on school property is at my own risk.**

**If I do not behave responsibly, I understand that I may no longer be allowed to bring my vehicle to school.**

Signed (Student): \_\_\_\_\_ Date: \_\_\_\_\_

Signed (Parent): \_\_\_\_\_ Date: \_\_\_\_\_

Signed (Headteacher): \_\_\_\_\_ Date: \_\_\_\_\_

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## Contract - Student Use of Bicycle

Name: ..... Tutor Group: .....

I understand that being able to bring my bicycle to school is only at the discretion of the Head Teacher.

I can do so, provided I follow these conditions. I will:

1. Always wear a cycle helmet.
2. Arrive at school by 8.50 am and leave after 3.25 pm, to avoid times when the car park is very congested with vehicles and people.
3. Ride with extreme care at all times.
4. Not allow any other person to ride my bike.
5. Park in the bike rack by reception
6. Not congregate in the car park around the vehicles at any time.
7. Follow the Highway Code.

**I agree to the above conditions.**

**I understand that parking my bike on school property is at my own risk.**

**If I do not behave responsibly, I understand that I may no longer be allowed to bring my bike to school.**

Signed (Student): \_\_\_\_\_ Date: \_\_\_\_\_

Signed(Parent/carer): \_\_\_\_\_ Date: \_\_\_\_\_

Signed (Headteacher): \_\_\_\_\_ Date: \_\_\_\_\_