

Northwick Park Primary and Nursery Academy

Company No. 9154404

Third Avenue, Canvey Island, Essex. SS8 9SU
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www.northwickpark.essex.sch.uk

Headteacher: Emma Lane

6th September 2018

Dear Parents,

As you are aware we have a cycle rack. Children's places will be allocated on Monday 24th September. If your child is allocated a place they will be issued with an agreement that will need to be signed by both themselves and a parent, agreeing to the following conditions.

When using the school cycle sheds, I agree to:

- Always wear a cycle helmet when riding to school.**
- Keep my bicycle in good working order.**
- Bring a chain and padlock to secure my cycle in the rack**
- Dismount outside the school and walk the cycle to the rack.**
- Not ride around the school grounds**
- Tell the school if I no longer want to ride to school.**

If this is returned, they will be able to use the bike rack from Tuesday 25th September. Places will be allocated by firstly returning the completed slip below and if demand exceeds places available, by raffle.

Yours sincerely,

Mrs E. Lane
Headteacher

Cycle Rack Allocation.

Please complete and return to school

Child's Name: Class:

I would like my child to be considered for a cycle rack place.

Signed:Parent/Guardian.