

**ADVISORY NOTE
CYCLING TO SCHOOL**

Dear Parent/ Guardian

1. You are receiving this advisory note because your child is cycling to school.
2. Given the hazards that cyclists may encounter, the school is concerned about the safety of students who cycle to school. It is thus important for you to remind your child to take the necessary safety precautions, including but not limited to the following:
3. Before cycling to school, always make sure that the bicycle is in good working condition. Bicycles should ideally be fitted with front and rear lights and a bell. You or your child should ensure that the bicycle's brakes, chains, tires, lights and bell are well-maintained and are in good working order.
 - a. Your child should always wear protective gear, such as a helmet, and proper shoes (if there are shoelaces, they should be properly tied) to protect against injuries. Please note that from 1 February 2019, it is mandatory for cyclists to wear helmets when riding on the road.
 - b. Your child should be reminded **NOT** to use his or her mobile phone, even with an in-ear attachment, or listen to music through earphones while cycling.
4. Your child is advised to secure his or her bicycle at the bicycle racks located on the school premises. The school will not be responsible for the loss of, or any damage to, your child's bicycle.
5. Please endorse the attached form and return it to your child's Form teacher by _____ (ddmmyyy). Thank you.

Yours sincerely

Yong Wei Leong
Vice-Principal (Administration)

ACKNOWLEDGEMENT – Advisory Note on Cycling to School

I, _____ (parent / legal guardian*) of
_____ (name of child), _____ (class), acknowledge receipt of the
Advisory Note on cycling to school dated _____ <ddmmyyy>.

Signature of parent / legal guardian*

Date: