



West Acton Primary School, Noel Road, Acton. W3 0JL

[admin@west-acton.ealing.sch.uk](mailto:admin@west-acton.ealing.sch.uk) [www.westactonprimaryschool.org](http://www.westactonprimaryschool.org) Tel: - 020 8992 3144

Head Teacher: Miss K Kondo

14<sup>th</sup> April 2026

Dear Parent/Carers,

**Re: Year 5 Bikeability 18 -22 May 2026**

We have arranged for cycle trainers to visit West Acton and provide an opportunity for children to participate on a bikeability level 2 course; introducing them to cycling safely on road. Children must be able to ride and control a bike well to attend. Ideal for children who are currently cycling to school. Ideally children should supply their own bike and helmet, although we can supply a bike if need be. Children will be excluded if they do not have a helmet. Places are limited on the course. You can apply for a space by completing and returning the attached consent form. We will offer places on a first come basis.

**Dates your child needs to bring their bike and helmet into school are as follows:  
18 -22 May 2026.**

It is important for your child's bike to be in a good roadworthy condition, and the right size for them to cycle comfortably. At the beginning of the first lesson the instructors will check the condition of the bike, and make minor adjustments if necessary. If the bike is in poor condition, and deemed to be unsafe to cycle on road, your child will not be permitted to continue on the course.

The training programme is progressive, and your child is expected to attend every day; the training session is usually 90 minutes daily. If a lesson is missed it is in the trainers discretion to accept your child on further lessons. The first days training enables children to demonstrate their bike handling skills; only if a child is deemed confident to cycle on road, will they be invited to attend the subsequent sessions.

Attached is a guide to checking your child's bike, and recommended clothing.

Bikeability is an important part of our program as an active healthy and sustainable school.

Yours faithfully,

**Karen Kondo  
Headteacher**





West Acton Primary School, Noel Road, Acton. W3 0JL

[admin@west-acton.ealing.sch.uk](mailto:admin@west-acton.ealing.sch.uk) [www.westactonprimaryschool.org](http://www.westactonprimaryschool.org) Tel: - 020 8992 3144

Head Teacher: Miss K Kondo

**Consent Form for schools course:**

Your child will be taking part on an on road cycling course. This form must be completed and given to Cycling Instructor Ltd before they can take part in the training

I ( name of parent or guardian): (Please Print)

Consent that my child can take part in a cycle training course

Name of Child: (Please Print) Gender: Male / Female (circle)

Year Group: Receipt of Pupil Premium Yes / No

Ethnicity: (circle) White British; White Irish; White Other; Mixed Race White & Black Caribbean;

Mixed Race White & Black African; Mixed Race White & Asian; Mixed Race Other; Asian/Asian British Indian;

Asian/Asian British Pakistani; Asian/Asian British Bangladeshi; Asian/Asian British Other;

Black/Black British Caribbean; Black/Black British African; Black/Black British Other; Chinese;

Other; Prefer not to say

**My child WILL wear a helmet, supplied by me. It is compulsory to wear a helmet to participate on the course.**

**Exemption (circle)** An exemption to the wearing of helmets can be granted if your child's head wear prevents the fitting of a helmet. Please indicate if you wish for your child to be exempt from wearing a helmet.

**Medical or Behavioural conditions that the Instructors should be aware of:**





West Acton Primary School, Noel Road, Acton. W3 0JL

[admin@west-acton.ealing.sch.uk](mailto:admin@west-acton.ealing.sch.uk) [www.westactonprimaryschool.org](http://www.westactonprimaryschool.org) Tel: - 020 8992 3144

Head Teacher: Miss K Kondo

<p><b>I agree that:</b></p> <ul style="list-style-type: none"><li>• Where I supply a bicycle for my child I must make sure, it is roadworthy. If I am not sure about this, I should take it to a bike shop. The Instructor may make adjustments and repairs to my child's bike if the instructor believes that there is a problem.</li><li>• Cycling Instructor Ltd will not be held liable for any injury, which is established, may have been prevented or caused by the wearing or not of a helmet. The instructor will advise on the fit of a helmet, but will not necessarily be able to judge from its appearance if it is in good condition.</li><li>• I will tell Cycling Instructor Ltd about any medical condition my child has which may affect the training course.</li><li>• By the very nature of outdoor activities it may be necessary for staff to physically interact with children, eg, help fit helmets &amp; hi-viz vests, to prevent a fall or administer first aid. This is in the interests of your child's safety.</li></ul>	<ul style="list-style-type: none"><li>• Having taken a cycling lesson does not mean that it is safe for my child to cycle or fix a bicycle in all circumstances. To become a proficient cyclist or mechanic takes more practice than lessons of this kind can provide.</li><li>• Cycling Instructor Ltd is not responsible for any injury, loss or damage not caused by an instructor, or which happens outside these lessons, including journeys to and from school.</li><li>• My child may be photographed during this course and the image could be used in publicity for Cycling Instructor Ltd and the funding organisation.</li><li>• Cycling Instructor Ltd only holds data which you have provided. The data is required in case we need to contact you in the case of an emergency. We only provide statistical data to the council and TFL, who pay for this service, We do not send any personal data to these organisations. We hold your data for a year and then delete it.</li><li>• I should think about personal accident insurance for my child.</li><li>• Training takes place on road.</li></ul>
---	--

**Signed :** \_\_\_\_\_

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

**Emergency Telephone number:** \_\_\_\_\_

**Email address:** \_\_\_\_\_





West Acton Primary School, Noel Road, Acton. W3 0JL

[admin@west-acton.ealing.sch.uk](mailto:admin@west-acton.ealing.sch.uk) [www.westactonprimaryschool.org](http://www.westactonprimaryschool.org) Tel: - 020 8992 3144

Head Teacher: Miss K Kondo

