



BROADWATER
CHURCH OF ENGLAND
PRIMARY SCHOOL

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Headteacher: Mr Aaron Morrissey

www.broadwaterce.org

27th November 2025

Dear Year 6 Parents/Carers,



Year 6 - Cycle Proficiency Training **Mon 2nd – Fri 6th March 2026**

Each year, the cycling proficiency-training programme run by West Sussex County Council, takes place here at school. This year the children will take **'Bikeability' Level 1 and 2** courses which are due to begin on Mon 2nd - Fri 6th March 2026. The full cost of this programme (£20 per child) is being paid for from school funds and we therefore encourage you to make the most of this opportunity for your child.

During that week your child will be taught with one other child in a single two-hour session with a nationally accredited instructor. **Please note this course is not for complete beginners.** All children taking part will complete their Level 1 on the Monday and then on one other day during that week, will complete Level 2. You will be advised nearer the time on which day your child will need to bring in a bicycle and helmet and be dressed appropriately:

For your information the Bikeability levels which will be covered are as follows:

1. **Level 1** is usually covered in a traffic free environment. By completing Level 1, your child will be able to demonstrate the skills and understanding to make a trip and undertake activities safely in a motor traffic free environment and as a pre-requisite to a road trip. (*This will take place on the school playground.*)
2. **Level 2** is covered on quiet roads but with real traffic conditions. By completing Level 2 your child will be able to demonstrate the skills and understanding to be able to make a trip safely to school, work or leisure on quiet roads.

Along with this letter is a letter giving important information by West Sussex County Council and a link to their **'Cycle Right'** magazine, which has useful safety advice:

https://www.westsussex.gov.uk/media/11975/cycle_right.pdf

Continued overleaf.....

We are sending this letter now so that you have the opportunity to check out bicycles over the next few weeks including the Christmas holiday so that they meet the required standards for the Cycling week.

Your child will need the following basic equipment for the cycling proficiency programme:

- A roadworthy bicycle that is the appropriate size for your child (feet should be able to touch the ground from the seated saddle position). Please check it several days before for punctures/seat adjustments/loose nuts and bolts /brakes that work so as to avoid hold-ups at the start!
- A cycling helmet with a chinstrap – **no helmet, no cycling course - sorry!**
- Tracksuit or loose trousers for pedalling.
- Flat shoes or trainers and a coat/waterproof in case of bad weather.

On the day of your child's session, bicycles must be **walked into school** and secured in the cycle racks at the front of the school, keeping clear of the gates. If you already have a bicycle lock and you want your child to use it, **please ENSURE** that they are capable of remembering lengthy number codes or that they can keep little keys safely!!

We are attaching the County Consent form for completion by parents - this is compulsory for any pupil taking part and we would appreciate this being returned by Friday 12th December at the latest.

If you know that your child will **definitely not** be taking part, please inform the school office as soon as possible by email (office@broadwaterce.org) or telephone (by Fri 12th December at the latest); West Sussex will need to know how many instructors to provide us with during our designated week of training.

Yours sincerely,

Mr Aaron Morrissey
Headteacher