



# to School Week

## Step by step guide

Take part in a Cycle to School week to encourage families to cycle or scooter to school to improve children's wellbeing as well as the environment.

It is easy to run a Cycle to School Week. Just follow the steps below:

- 1 Choose a week to run Cycle to School Week.

Tip - If you are taking part from 3-7 October make a pledge on the [Bikeability website](#) for a chance to win a Frog City 61 Bike!
- 2 Promote the event to staff, pupils, and families. [Download marketing pack.](#)

Tip - invite parents to download [Sustrans free family guide to cycling or scooting to school.](#)
- 3 Be inclusive - read the [overcoming barriers to cycling and scooting guide](#) to help ensure everyone can feel included and take part in the event.
- 4 Encourage families and pupils to check their cycles and scooters are safe to ride. Watch Sustrans [M-check](#) and [L-check](#) video.
- 5 Use the lesson plans [SURYLGHG WR KHOS SXSLOV OHDUQ DERXV](#) of active travel.
- 6 Have fun! See how many pupils, parents, and teachers you can get cycling or scooting to school.

Tip - you do not need to log your journeys anywhere it is simply about trying out cycling or scooting.
- 7 let other schools know you are taking part in a Cycle to School Week. Remember to use [#CycletoSchoolWeek](#) on social media.