

[school letterhead]

Dear Parent,

I am writing to tell you about an exciting new program for our students.

From [date] to [date] our[grade] grade students will have the opportunity to participate in a Bike Safety Education program. Our students will be riding bicycles on school property during their physical education classes. Skills taught will include smooth starting and stopping, shifting gears, hand signals, avoiding obstacles and scanning for hazards while maintaining a safe ride. Every student who participates in the program will receive their own bicycle helmet. Students who do not know how to ride a bicycle will be taught to ride.

Please send your child to school in comfortable clothing without any loose or dangling attachments. No student will be allowed to ride in open-toed shoes. All students must wear bicycle helmets at all times while on bicycles. High buns, or pony tails, hard barrettes or hair clips make it uncomfortable to wear a helmet. Please do not send your child to school with these during the bike program.

Thank you for your assistance and support.

[Principal Signature]