

Official (Open) \ Non-sensitive

5 January 2026

Dear Parent/Guardian

ADVISORY NOTE - CYCLING TO SCHOOL

1. We understand that your child/ward 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.
3. It is thus important for you to remind your child/ward to take the necessary safety precautions, including but not limited to the following:
 - a. 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/ward should ensure that the bicycle's brakes, chains, tires, lights and bell are well-maintained and are in good working order.
 - b. Your child/ward must always wear protective gear, such as a helmet, and proper shoes (if there are shoelaces, they should be properly tied) to protect against injuries.
 - c. Your child/ward 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.
 - d. Your child/ward must dismount at all traffic junction before crossing the road.
4. Your child/ward has been guided by our teachers to push his/her bicycle into the school compound via Gate 1 or Gate 2 and park his/her bicycle at the identified bicycle parking lots.
5. Your child/ward should lock his/her bicycle at the bicycle parking lot in the school.
6. Please acknowledge and return the attached form to the General Office to obtain approval for your child's bicycle to be parked on the school premises. Your child is expected to adhere to the guidelines and instructions set out in Annex A.

Thank you.

Mrs Lee Wai Ling
Principal

ANNEX A

PIONEER PRIMARY SCHOOL (PPS) GUIDELINES TO CYCLING

1. Should any pupil cycle on the public roads, he/she must obey the same rules as other vehicles. A cyclist may be punished under the Penal Code/Road Traffic Act should he/she act rashly or negligently so as to endanger human life or the personal safety of others.
2. PPS can assume that pupils who cycle to school do so with their parents' knowledge and consent.
3. Parent must complete the consent form to allow their child to ride to school using Gate 1 or 2 only to access and park their bicycles at the designated area within the school compound.
4. PPS will not be responsible for the loss or damage to pupil's bicycle parked in school.
5. The general cycling safety rules include the following:
 - a. For recreational cycling by pupils, they should cycle on designated bicycle tracts in parks or on park connectors only. There should be no cycling on expressways, road tunnels and areas demarcated with prohibitive signs.
 - b. Always make sure that the bicycle is in good working condition, e.g. working brakes, tyres, lights (front and rear), bell, are working, chains are secure, etc.
 - c. Always wear protective gear such as a properly secured helmet, shoes (with laces properly tied), elbow and knee pads to protect against injuries.
 - d. Give undivided attention to ensure safety for oneself and other cyclists, motorists and pedestrians. Do not use mobile phones and earphones while cycling.
 - e. Cyclists should not unreasonably obstruct or prevent free passage of a vehicle or pedestrian. Always yield to pedestrians when cycling on footpaths.
 - f. No pillion passenger shall be carried on a bicycle.
 - g. Cycling abreast is prohibited.
 - h. Do not cycle across overhead pedestrian bridges or pedestrian crossings. Dismount and push your bicycle and practice proper kerb drills before crossing the road.
 - i. Always use the correct hand signals when turning left or right or stopping. Make them in sufficient time to enable other motorists to take appropriate action.

ACKNOWLEDGEMENT SLIP

I, _____ (name of Parent/ Guardian*) of
_____ (name of child/ward) of Primary _____

acknowledge receipt of the **Advisory Note on Cycling to School** dated 5 January 2026.

Signature of Parent/ Guardian*

Date: _____

*Delete where not applicable