



# Suffolk County Council

M Motteram, Road Safety and Travel Plan Manager

## BOOKING FORM - CYCLIST TRAINING COURSE

School..... Contact Name & Tel No.....

Teacher responsible.....

Name(s) of instructors & helpers.....

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<p>I HEREBY CERTIFY THAT ALL INSTRUCTORS AND HELPERS ARE I.S.A./CRB REGISTERED. Head Teacher's signature: .....</p>	<p>AN INSTRUCTOR MUST READ AND UNDERSTAND THE INSTRUCTOR'S MANUAL AND SIGN TO ACKNOWLEDGE THE FACT. Instructor's signature: .....</p>
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Number of courses ..... (a course consists of six hours training – approximately 4 hours on road).

Number of pupils per course ..... (Please ensure that there are no more than 12 children using the same road space at any one time. All courses should have at least three adults present).

Starting date of course(s) ..... Anticipated end or course dates .....

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Lesson days/times .....

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Any other information.....

Number of safety waistcoats required (if any) Child size ..... Adult size.....

**THIS FORM MUST BE RETURNED PRIOR TO THE COURSE COMMENCEMENT**

**If this is done we will supply all necessary course resources and the course will fall under S.C.C. insurance**

**PLEASE RETURN THIS FORM AT LEAST ONE MONTH BEFORE TRAINING BEGINS.**

Please contact your area Assistant Road Safety Officer if you have any questions about Cyclist Training, but allow plenty of time if you need help running a course.

Northern Area  
Road Safety Office  
Newcombe House,  
Newcombe Road  
Lowestoft NR32 1XA

Tel: 07912 774 789

Southern Area  
Road Safety Office  
Endeavour House  
8 Russell Road,  
Ipswich IP1 2BX

Tel: 07912 774 787

Western Area  
Road Safety Office  
West Suffolk House  
Western Way,  
Bury St Edmunds IP33 3YU

Tel: 07734 848 764