



E-Scooter (and Micro-Mobility) Safety & Use Policy

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School Vision

Our vision is for all students to develop at Woodlem Park School as independent learners with self-belief and respect for others with a lifelong love for learning and a strong foundation for future success.

School Mission

At Woodlem Park School we value every student. We work together as a community to ensure that students develop well in all aspects of learning so that they are equipped to face the opportunities and challenges of the 21st century wherever they may be.

To do this:

We provide the best possible learning opportunities in academic subjects, personal development, moral values and life skills

Staff members and students work together in a spirit of cooperation and mutual harmony.

1) Purpose & Scope

This policy promotes safe, lawful use of e-scooters and similar micro-mobility devices when travelling to/from school, and sets clear rules for students, parents, staff, contractors and visitors on or near the school premises.

2) Legal Baseline (As per RTA guidance)

- Minimum age 16 years to ride an electric scooter (and any other RTA-specified cycle types).
- Rider's Permit required for e-scooters where applicable.



- Helmet and appropriate clothing/footwear required at all times.
- No passengers; no items that affect balance.
- Use only designated/shared lanes; obey posted speed limits and all traffic signs.
- Dismount at pedestrian crossings; walk the scooter across.
- No dual headsets/earphones; no device use while riding.
- Keep safe distance from pedestrians/vehicles; ride considerately.
- Report accidents to the competent authority.
- Do not obstruct cycle lanes/paths.

3) **School Rules** (apply in addition to RTA)

3.1 On-Campus Riding & Gate Area

- Riding e-scooters/bicycles inside campus is not permitted.
- Riders must dismount and walk the scooter/ bicycles from the external gate line (or 50m before the gate if directed by security).

3.2 Eligibility (Students)

- Students must be 16+ and, where required, hold a valid Rider's Permit.
- Registration with school is required each year (submit: student ID, age proof, permit copy, emergency contact).
- Students under 16 may not commute by e-scooter. (Note: RTA also limits pedal-cycle riding for under-12s unless accompanied by an adult 18+ in public areas.)

3.3 Protective Equipment & Conduct

- Helmet is mandatory; closed-toe shoes recommended.
- Front/rear lights/reflectors required.
- No earphones/dual headsets while riding.
- Safe, predictable riding; no racing, weaving, or reckless behaviour.

3.4 Routes, Parking & Storage

- Use designated/shared lanes only; follow local speed limits and signage.
- Park only in the designated e-scooter bay outside the main building; do not block walkways, ramps, or entrances.
- Lock your scooter; the school is not liable for loss/damage of personal devices.

3.5 Battery/Charging Safety.

- No charging of personal scooters inside school buildings.
- Scooters with damaged batteries/wiring are not allowed on campus.

3.6 Incidents & Reporting

- Any incident to/from school or at the gate must be reported to Security and the School Clinic; emergencies follow 999/998 as appropriate.
- Parents must inform the school of any serious incident that could affect a child's safe commute.

3.7 Group Activities/Training

- Any group ride/training requires prior school approval and must comply with RTA permissions.

4) Enforcement & Consequences

- Breaches may result in one or more of: verbal warning, written notice to parents, temporary suspension of e-scooter privilege, confiscation for the day (to be collected by a parent), and/or further disciplinary action per school code.
- Repeated or serious non-compliance (e.g., no helmet, riding on campus, reckless endangerment) will lead to longer suspensions of the privilege.

5) Roles & Responsibilities

- Parents/Guardians: Ensure eligibility (age/permit), roadworthiness, helmet use, and that children understand and follow this policy.
- Students: Ride lawfully, courteously, and comply with staff/security directions.
- Staff/Security: Reinforce rules at gates, direct dismounting, and report violations/incidents.
- School (Admin/Website): Maintain the designated parking bay, communicate updates, and keep this policy publicly available.

6) Acknowledgement

- Students who intend to commute by e-scooter must complete the E-Scooter Commute Registration (parent signature required). Privilege may be withdrawn if acknowledgements laps or rules are breached.

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... For a Sustainable Growth

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