



Walk & Bike to School Event Check List

Basic Needs:

- Ensure support from the three P's (**P**rincipal, **P**olice and **P**arents)
- Declare a Walk and Bike to School Day
- Be sure to work with and include crossing guards
- Involve and ask for support from local partners: town and school officials, fire department, bicycle and pedestrian advocacy groups, etc.
- Decide what type of event and plan the route(s).
- Plan a welcoming event at the school
- Register your event at www.walktoschool.org



Go the Extra Mile:

- Buy or seek donations for healthy snacks for your welcoming event
- Work with students to create signs and banners for the walk
- Hold a safety poster contest or incorporate other ideas to make your event exciting and memorable
- Reward the class that has the highest participation

Publicity:

- Send home flyers
- Put up flyers and posters at the school, neighborhood, recreation centers
- Put up signs on roads along the route(s)
- Send out e-mails to parents and community leaders
- Utilize phone chains to remind parents
- Have the principal make ongoing announcements 1-2 days before the event
- Notify teachers and ask them to remind students
- Include the event in the school calendar and post on school website
- Develop a media list and put out a press release



Keep on Walking!

Make sure that your Walk to School day event isn't a one day activity but the start of many great walking and bicycling events and activities to take place in your community.

- Implement additional walking events and activities by using the "Ideas for a Month of Walking Activities" sheet
- In addition to kicking off further events throughout Walk to School Month, use your Walk to School Day as a kick off for a wider Safe Routes to School (SRTS) program in your community

Remember to give each of your partners something to do. If everyone takes a little bit, a successful Walk to School day Event can come together quickly and easily.