Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [think about who might be useful to send this to, for example your local authority, local MP, the head of the local council or the Secretary of State for Transport – you can find this information through an online search, or by going to theyworkforyou.com and typing in the school’s postcode]

**Re: Big Street Survey and xxx [title of your manifesto] manifesto**

I’m writing to you from \_\_\_\_\_\_\_\_\_\_\_ [what’s the name of your school or class] to let you know about the results from our Big Street Survey.

As part of Sustrans’ Big Walk and Wheel, the UK’s largest inter-school walking, wheeling, scooting and cycling challenge, we took part in The Big Street Survey to look at what could be made greener and safer in the area around our school so that it is easier for more of us to walk, wheel, scoot and cycle the school journey.

To gather our results our class \_\_\_\_\_\_\_\_\_\_ [what did you do? – think about where you went, when you went and who you went with, did you take notes? did you take pictures? did you make drawings? why did you do it that way?].

We found \_\_\_\_\_\_\_\_\_\_\_\_\_ [summarise your survey findings – what did you see? what did you hear? what did you smell? how did you feel?].

As a result we have written our own manifesto for [what’s the name of your community? this might be your school, your class, or your local area]. We would like to see:

1. [first point from your manifesto]

2. [second point from your manifesto]

3. [third point from your manifesto]

4. [fourth point from your manifesto]

5. [fifth point from your manifesto]

It would be great to hear back from you and your thoughts on how these changes could be put in place in our local area or even if you want to visit the school to talk about it more with the children. If you want more information about our manifesto please get in touch.

Yours sincerely,

[write your community name here]