

## Meet the Principal Invitation Email

**To:** Your school Principal - Find their email on the staff directory of your school's website, school messenger, or contact the school secretary

**Subject:** Getting Our School Involved in School Travel Planning

Dear <Insert Principal's Name>,

My name is <INSERT YOUR NAME>, I am a(n) <INSERT YOUR ROLE (e.g. parent/guardian, teacher, volunteer, etc.)> at <INSERT SCHOOL NAME>. Engaging students in active modes of travel (e.g. walking, biking, scootering, etc.) to and from school can help their learning and can improve the physical health, mental wellbeing, and safety of our students and families. However, many students and families face barriers to safe and active travel in our community.

School Travel Planning (STP) is an Active & Safe Routes to School program that encourages active school travel by developing an action plan to build upon the strengths and work to remove safety concerns around our school. Our school will have the opportunity to work with community partners using a health equity lens through education, encouragement, engineering, enforcement, and evaluation to improve active school travel. To learn more, visit <http://activesaferoutes.ca/school-travel-plans/>

I would greatly appreciate an opportunity to meet with you and a representative of the Active and Safe Routes to School Partnership to discuss School Travel Planning and our school's readiness to participate in the STP program. Many thanks for your consideration.

Sincerely,

<INSERT NAME HERE>