**Inviting your local MP to see Bikeability in action**

Inviting your local MP to observe a session – or take part if they’re really keen – is a great way to showcase Bikeability. Visits from politicians are also a fantastic story for a press release, or you can invite a local reporter along too.

Here is a checklist of things you need to know before inviting your MP to Bikeability

**Let the Trust know**

If you’re inviting your local MP to observe a session, let us know! We can give you support during the organisation and visit. Bikeability Trust CEO Emily Cherry is always eager to visit Bikeability and chat with local MPS, so she may be able to come along too. Please email [hello@bikeabilitytust.org](mailto:hello@bikeabilitytust.org) and one of the comms team will be in touch to support you.

**Send an invite**

You can find out how to contact your MP by [clicking here.](https://www.parliament.uk/get-involved/contact-an-mp-or-lord/contact-your-mp/) All MP contact details are available on the government’s website, you just need to search your postcode.

Make sure your invite has a clear time, date and location. Plus, some details about the event and why the MP might want to visit. For example, your MP may have been campaigning on road safety issues, you can use this knowledge of their interest in the cause to invite them to Bikeability.

You may need to be flexible on dates – MPs are very busy people, but they will find time for causes they feel passionate about.

**Let the press know**

Let your local press know about the visit. You may want to issue a press release before or after the visit or you may invite a local reporter along to the visit. For security reasons, some MPs requests that the press isn’t informed until after the visit, please respect this.

As well as informing the press, you can use your own social media to talk about the visit.

**Get photo permissions**

If you or the press are going to be taking photos at the event, you must make sure you have photo consent. For children, you must gain written consent from their parents/guardians. Adults can give their own consent. You must make people aware their photo could end up online or in the press and respect their decision if they do not give you permission to use their photograph. If you need a consent form, [please use this template.](https://www.bikeability.org.uk/wp-content/uploads/2022/09/Photgraphy-and-video-consent-form-template_2022.docx)

**Brief your staff**

Make sure your staff know an MP will be visiting so they can ensure they’re smart and professional on the day. Make sure they know the MP’s name, why they’re visiting and why it’s important, so they help showcase Bikeability and most importantly, enjoy the visit too.