



LEARNING OUTSIDE THE CLASSROOM STATEMENT

Rationale

Outdoor education, trips and visits should enable students to gain skills and competences providing worthwhile and lasting interests and prepare students for the opportunities, responsibilities and experience of adult life. There are many Nationally recognised and Local Authority guidelines to follow when taking students off site and all must be strictly adhered to.

This statement should be read in conjunction with the Staff Handbook, Equal Opportunities Policy, Educational Visits Protocol and with the RBWM Outdoor Education Policy which can be found here; <http://rbwm-education.rbwm.org.uk/Content/?documents#>.

Aims

- To ensure the safety of students and staff at all times.
- To promote the equality of opportunity for all students.
- To learn in a wide variety of situations outside of the classroom.
- To improve young people's understanding of the environment.
- To develop responsible and caring attitudes.
- To gain experience of working as a member of a team.
- Where appropriate, to develop a healthy and active life-style.

Guidelines

- The Educational Visits Protocol should be adhered to when planning, and carrying out an Educational Visit.
- The Line manager's checklist and EVC checklist should be followed for approving each Educational Visit.
- The careplan of the student must be considered and suitable arrangements made to meet these needs whilst off-site.
- Staff should ensure the standards of behaviour expected within school are maintained when students are off-site.
- Parents should be informed before any trip outside the usual range of school provision.
- Educational Visits to religious venues will require parental permission being sought before attending.
- The financial support of off-site activities should be discussed with Cluster Leaders. When additional funding is required, voluntary contributions will be sought, however, the school is required to pay (or cancel) for all students if the family can not or will not pay.
- The activity should support and enrich classroom work, life and social skills.
- The activity should give first-hand experience of learning in a wide variety of settings and environments, for example; day trips, residential experiences, sporting opportunities and visits to other schools.
- The activity should challenge students to explore their abilities in activities outside the school environment.
- Staffing ratios should never be less than those found in the group's class when in school. They will always be in accordance with the risk assessment for the visit and the Local

Authority guidelines for off-site trips. This is monitored by Assistant Headteachers through the line manager's checklist.

- Residential activities need to be approved by the Local Authority.
- All staff leading an Educational Visit should have attended Educational Visits' training
- Risk assessments are a legal duty which should take place prior to the trip, however dynamic risk assessments made by the educational trip leader in response to situations that arise take precedent over the written risk assessments.
- The school will provide appropriate transport, in the form of minibuses and cars, which have been verified and approved for school business use. All drivers are staff or hired contractors.

Review of Statement

This Statement shall be subject to a periodic review.