



School Trips at Mugginton



Welcome

- 1) To share with parents the procedure we use when planning all school trips
- 2) To look at trip-specific measures we put in place
- 3) To answer any questions you have and reassure you that our risk-assessing and trip-management is always of a very high standard

- The Legal Framework – Children Act (2004; 2006), Equality Act 2010
- Duty of Care – the law requires schools to **take reasonable care** to avoid acts/omissions which may cause injury to those in our care
- **The legal statutes require written risk assessments and evidence of safety management that demonstrate that we have taken reasonable steps to keep children safe.**



School Trips

- Why do we take the children on school trips?
 - They are not a 'bolt-on', they are part of our curriculum
- The difference between a walk in the Peak District, a Trip to London and a Residential
 - Categories 1 – 3
 - A walk vs London!
- Roles and responsibilities – the Educational Visit Coordinator (must be fully trained), Visit Lead, Assisting Staff, Voluntary Helpers
- The County and National picture
- The system in Derbyshire
 - Evolve System

Time for young people to be with their peers, away from a close adult presence, can be an important part of visits, particularly of residentials, and brings many additional learning opportunities. This is equally true for structured learning time as it is for recreational time on longer visits.



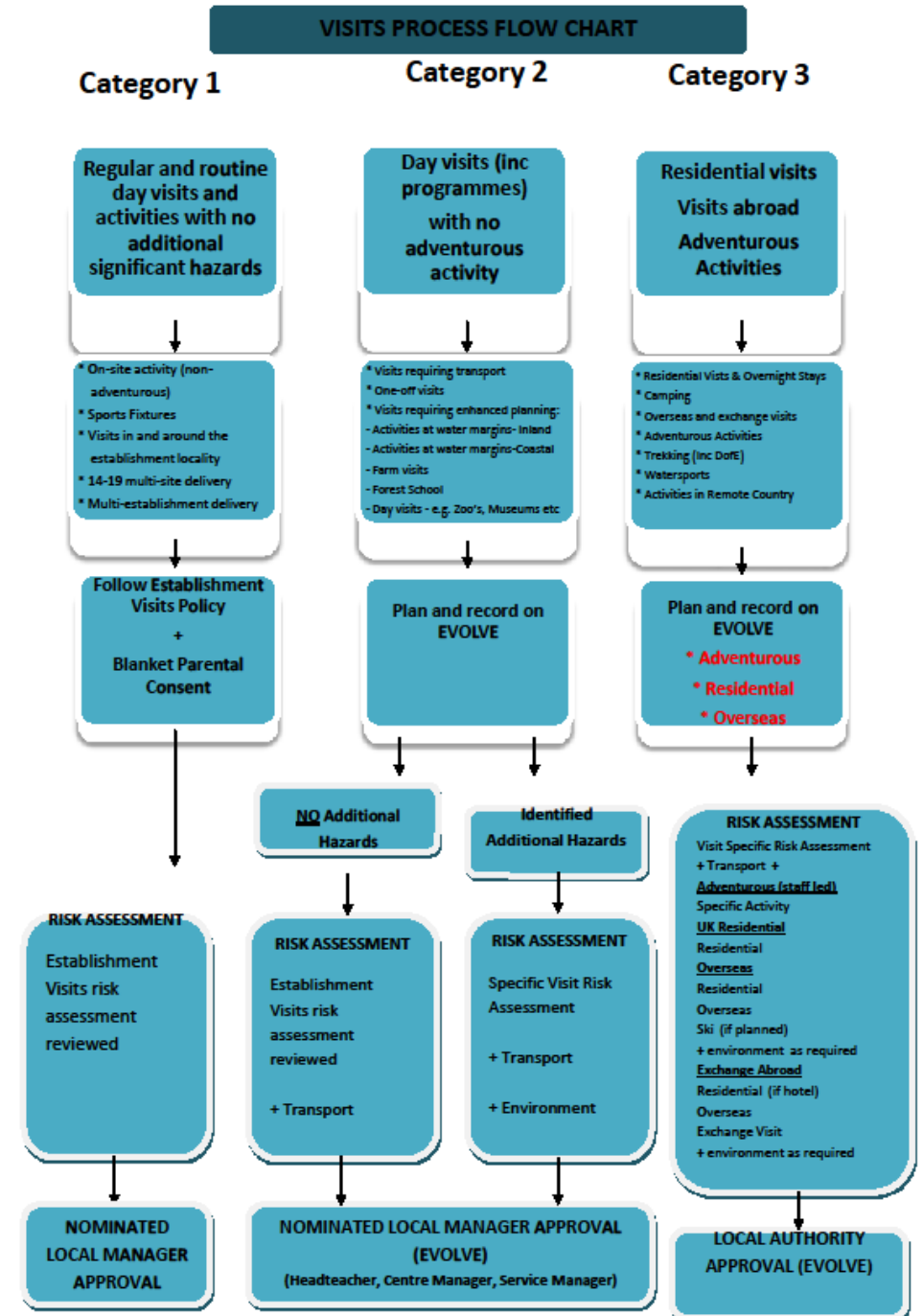
Trip planning in a little more detail

- Evolve
- Trip categories
- Adult-child ratios – Supervision IS NOT a numbers game!

When risk assessing the supervision requirements of a visit consider the acronym S.A.G.E.D.:

- **Staff** – are they experienced, competent and confident
- **Activities** – physically demanding or sedate, type of supervision
- **Group** – size, age, additional needs (behaviour, medical, disabilities)
- **Environment** – indoors/outdoors, cold/hot, familiar/unknown
- **Distance** – how far are you from base and additional support?

- Risk Assessment



London

Risk assessing – it is category 2

Event-specific planning – is our annual risk assessment enough: No!

- Exact meeting and drop-off points
- Ratio of 1 adult to 3 children
- Emergency card in each child's bag
- Regular communication with parents via text and Twitter
- Prep-planned route around London, which is shared with all supervising adults beforehand
- Named 'home contact', children all understand risk assessment procedures before we leave
- Pre-trip contact with the British Museum
- Identified places for toileting throughout the day
- First aid kits



Yorkshire Wildlife Park

- There IS a legal requirement for ratios when looking after children in Reception – 1 adult to 3 children. Two adults, therefore, assigned to look after the Reception children.
- Pre-trip visit by Mrs Wallen and Mrs Bennett.
- Mr Green is the home contact in school.
- Lunchtime and toilet areas known to all staff before the trip
- Risk measures explained to all children before we leave
- Mobile phones for all staff



Mount Cook Residential



- Despite being Category 3, residentials are low-risk because the site is secure, first aid is readily available and the locations are frequently inspected to ensure appropriate safety-requirements.
- At least two staff members are on site at all times including the nights.
- Frequent updates via Twitter.





Your Questions