

Community Inclusive Trust **Educational Visits Co-ordinator Policy (EVC)**

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**Date Written:** 1<sup>st</sup> September 2022

**Expiry Date:** 1<sup>st</sup> September 2024

**Document Ref:** EVC POL002

Teachers should read the following statements, which are fully supported by the Trust and its schools and are reflected in this policy:

out-of-school activities, which can include visits to museums, trips to the countryside or taking part in challenging and adventurous activities. HSE wants to make sure that mistaken and unfounded health and safety concerns do not create obstacles that prevent these from happening.

helps to bring the curriculum to life it provides deeper subject learning and increases self-confidence. It also helps pupils develop their risk awareness and prepares them for their future working lives. Striking the right balance between protecting pupils from risk and allowing them to learn from school trips has been a challenge for many schools, but getting this balance right is essential for realising all these benefits in practice.

*Statement from HSE "School Trips & Outdoor Learning Activities" June 2011.*

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# parents

Before a visit is advertised to parents, the Head Teacher must approve the initial plan. The Educational Visits Co-ordinator ensures the visit document pack is complete. In approving visits the Head Teacher and EVC will ensure that the Visit Leader has been appropriately



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Approval to lead an adventurous activity is specific to the technical aspects of the adventurous activity detailed. It is not an indication in respect of other aspects of t

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formal consent is not necessary. However, in the interests of good relations between the academy and the home, it is good practice to ensure that those in a position of parental responsibility are



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essential lifelong skills, including managing risk, self-sufficiency, interaction with the public and social skills, decision making, etc.

In addition to considering the benefits of the activity, staff should also ensure that reasonably practicable safety precautions are taken.

The decision to allow remote supervision should be based on professional judgement taking into account such factors as:

prior knowledge of the individuals (including their maturity and levels

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The Head Teacher in conjunction with the Educational Visits Co-ordinator will ensure that the person assigned with the assessment task understands the risks and is familiar with the activity that is planned. Where a risk assessment is carried out the Visit Leader must record the significant findings of the assessment.

A written risk assessment record is no 594.96 842.04 reW\* nBT/F1 11.04 Tf1 0 0 1 242.09 643.3 Tm0 g0 G

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First e.g. a 3 hour non-assessed course, is generally suitable for routine urban visits, however, the nature of the visit may indicate that a higher level qualification is









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Snorkel and Aqualung activities  
Snowsports (Skiing, Snowboarding and related activities)  
Swimming (all forms, excluding publicly Lifeguarded pools)  
Underground Exploration  
Use of Powered Safety/Rescue Craft  
Water Skiing  
Other activities (e.g. initiative exercises) involving skills inherent in any of the above

The following activities are **NOT** regarded as adventurous but must be supervised by a member of staff who has previous relevant experience and who in the opinion of the EVC and Head is competent to supervise the activity:

Farm Visits  
Field Studies unless in the Environments stated in  
Ice Skating (Rink)  
Local Traffic Survey  
Museum, Library etc.  
Pedal go-karts  
Physical Education and Sports Fixtures  
Swimming in Publicly Lifeguarded Pools  
Theme Parks  
Tourist Attractions  
Walking in Parks or non-remote Country Paths  
Water-Margin Activities ie activities that take place near or in water such as a walk along a Riverbank or Seashore, collecting samples from Ponds and Streams or Paddling or Walking in slow-moving, shallow (typically up to the knees of the participants) water. It does not apply to swimming and other activities that require water safety or rescue qualifications and equipment, or water-going craft.

### 5.2

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Date: 1/9/22		Date: 1/9/24