



## **The Raleigh School Policy For Educational Visits and Outdoor Adventurous Activities (OAA)**

**November 2023**

**review November 2026**

### **Introduction**

At the Raleigh School we provide many visits and OAE opportunities for the pupils. These include day visits, residential visits, environmental studies around the school and its locality, sports, physical, cultural, business and adventurous activities.

### **Aims**

There are many benefits for pupils including:-

- Enhancing and enriching on-site learning
- Supporting the curriculum by bringing it alive
- Covering the Outdoor Adventurous Activities curriculum (OAA)
- Promoting a healthy lifestyle through enjoyable physical activities
- Promoting independence, responsibility and self esteem
- Promoting social and emotional development
- Encouraging positive relationships and team building
- Encouraging considered risk taking and decision making
- Broadening horizons
- Facilitating a sense of achievement for all pupils

### **Planning**

This document follows the guidance contained in:-

- Guidelines for Educational Visits and Outdoor Education Activities (SCC)
- Health and Safety Responsibilities and Powers (DfE)
- Health and Safety of Pupils on Educational Visits (DfE)

Visits are planned well in advance in consultation from the outset with the Office Manager to ensure that all of the appropriate procedures have been followed from planning/trips/office checklist.

## **Pattern of visits**

- Day trips are carried out termly in all year groups
- Residential school journeys of increasing duration are undertaken in Years 4-6.

## **Role of teachers**

- Identify appropriate day and residential visits to support, enrich and enhance the curriculum in consultation with Headteacher and Office Manager
- Gain approval from Headteacher
- Meet with Office Manager to agree shared responsibilities and procedures.
- Carry out inspection visits and risk assessments, updating existing risk assessment where appropriate or formulating a new document
- Consider accessibility and inclusion for all
- Gain approval from SCC (residential trips)
- Carry out parent information meetings as necessary
- Recruit appropriate adult support
- Carry out preparation and follow up work with the children to gain best value and achieve greatest impact
- Shred all parent packs on return that contain children's names, SEND, medical conditions etc
- Evaluate the trips

## **Role of school office staff**

- Be involved in the initial booking
- Carry out the shared responsibilities and procedures agreed with teachers

## **Role of Head teacher**

- Authorise the residential trips
- Monitor the risk assessments for new and existing trips

## **Governing body**

- Approve the policy