



Educational Visits Policy

1. Introduction

- 1.1 All schools are required to offer children a broad and balanced curriculum that promotes their spiritual, moral, cultural, mental and physical development, and prepares them for the opportunities and experiences of adult life.
- 1.2 At Roseacres Primary School we seek to ensure that the National Curriculum is delivered to all children, regardless of social background, race, gender or differences in ability. All are entitled to the development of knowledge, understanding, skills and attitudes. To enrich the curriculum for our children we also offer a range of educational visits and other activities that add to what they learn in school.

2. Organisation

- 2.1 The National Curriculum defines what we teach the children in school. This is the basis for each class's programme of learning for each school year. In addition, teachers will plan a range of visits and activities during the academic year to enrich topic based learning and enhance pupil learning opportunities.
- 2.2 Parents are given details of these activities in advance of the event.
- 2.3 Visits and activities usually take place within the school day, and the governing body approves all such visits in advance. The LA's guidelines relating to health and safety, are followed and parents are asked to give written permission for their child to take part in local visits and events as part of the child's registration form when first admitted to the school. Additional permission will be sort for those events further afield, e.g. class trip or residential. If we do not receive this written permission the child will be unable to participate.

3. Charging for School Activities

- 3.1 All education during school hours is free. No charge is made for any activity undertaken as part of the National Curriculum. There are some circumstances when the school can make a charge for certain activities. The governing body has a Charging and Remissions Policy that details the full range of activities where a charge can be made. A copy of this is available from the school office or on the school's website.

4. Curriculum Links

- 4.1 All educational visits and activities support and enrich the work done in school. There are also a number of people who visit the school to support our work. Some visits relate directly to areas of learning for individual classes, whilst others relate to all our children.

4.2 For each subject in the curriculum there is a corresponding programme of activities which may include visits by specialists, such as:

English	theatre visits, visits by authors, poets and theatre groups;
Science	use of the school grounds, visits to local forest and other local sites,, visits from specialist scientists, etc;
Mathematics	visits from specialist mathematicians, use of shape and number trails in the local environment;
History	castle visits, study of local housing patterns, local museums, visits from historians and theatre groups;
Geography	use of the locality for field work;
Art & Design	art gallery visits, visits from artists;
PE	range of sporting fixtures/local partnership events, extra-curricular activities, visits by specialist coaches, physical activities on residential trips;
Music	range of specialist music teaching, extra-curricular activities, concerts in school, visits to theatre or concerts;
Design and Technology	visits to museums, visits by specialist;
ICT	extra-curricular activities, use in local shops, libraries, secondary schools etc;
RE	visits to local centres of worship, visits by local clergy.

4.3 The schools aims to plan and host regular visits from key people locally, such as police officers, other emergency service workers and health workers, local minister. These visits support the personal, social and health education of our children and RE.

5. Residential activities

5.1 Children in Year 6 may also have the opportunity to take part in a residential visit. This activity would be undertaken in school time and linked to the National Curriculum, so no charge would be made for the education. However, a charge would be made for board and lodging, insurance and specialist instruction for certain activities.

5.2 The residential visit enables children to take part in outdoor and adventure activities as part of their PE work. The visit would only be undertaken with the written agreement of the LA using the EVOLVE system. All specialist activities are undertaken with qualified instructors.

6. Coach travel

6.1 Charges made for coach travel to and from trips and sports fixtures cover the expenses of the journey only; the school does not make any profit from this.

6.2 The school only hire those companies whose coaches have individual seat belts. All children travelling by coach are instructed to wear a seat belt and this is checked prior to departure of the lead adult/ teacher.

7. Educational Visits Coordinator

- 7.1 In accordance with Essex Local Authority Policy there is a named designated Educational Visits Coordinator who has undertaken the Essex Local Authority EVC training (EVOLVE). All necessary risk assessments are undertaken and uploaded to this system prior to the event and all the required permissions in place.

8. Monitoring and Review

- 8.1 The head teacher and governors, supported by the named EVC monitor the policy regularly through on going assessment and feedback of each trip/ educational visit or activity undertaken and any improvements to system or procedures undertaken in a timely way.
- 8.2 The policy is reviewed annually together with the supporting document 'ECC Guidance of Responding to Critical Incidents.'