

Parents Information Booklet



Educational Visits
at
Nether Green
Junior School

September 2011

Aim

It is our aim at Nether Green Junior School to ensure all pupils have the opportunity to participate in educational visits which support, enrich and extend their academic and social development and help make learning fun. All visits will be planned and organised in line with school policy and guidelines which will be regularly reviewed in line with LA and National advice.

Definition.

For the purpose of our school policy an Educational visit is considered to be any occasion in which pupils are off the school premises engaged in any supervised activity organised by the school either directly or indirectly

Rationale

Pupils derive a good deal of educational benefit from taking part in visits with their school. Visits offer the pupils opportunities to undergo experiences not available in the classroom.

Broad guidelines

Every effort will be made to include all pupils in a planned programme of visits, but any pupil whose behaviour is considered to be a danger to themselves or to the group may be stopped from going on the visit.

Teaching Staff at the school will not charge for their time but will not be expected to incur any residential or transport costs

Risk assessments will be carried out in accordance with the LA recommendations to ensure the health and safety of children on the visits

Parents will be provided with information about the visit and their permission will be gained. Without parental permission in writing the child may not be able to attend the visit.

Payment/Charging

In accordance with the school charging policy parents/carers will be asked for voluntary contributions in order to cover the costs of the visits. No child will be excluded from a day visit because of non-payment but if insufficient money is collected to cover the costs, the visit could be cancelled.

It is our policy to take the children on residential visits in Year 4, 5 and 6.

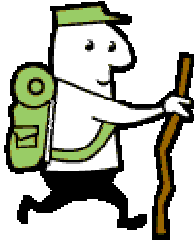
As attendance on the residential is not compulsory (although we do encourage all children to participate) and activities are not wholly in school time, parents/carers will be asked to pay the full costs of the visit, unless the child is entitled to free school meals in which case the cost will be subsidised. Where possible we will set up the opportunity for parents to pay in instalments.

**Equal Opportunities**

It is the aim of the school to ensure as many eligible children as possible have the opportunity to attend all school visits. All visits will be organised with the needs of all children in mind. Due to health and safety considerations the school may need to consider excluding children who display unsafe behaviour.

Parents /Carers Role.

Parents and Carers play a very important role in ensuring educational visits are a successful and enjoyable part of their children's learning. We ask that they support the school in preparing their child for a visit, by supporting their attendance and discussing the visit with the child. If a parent has concerns about letting their child attend they should make an appointment and discuss this with the child's class teacher. School will do its best to provide clear information about the visit and give as much notice as we can. Parents must feel free to ask the group leader any questions they may have. Support will be given for parents who have English as an additional language if necessary. Parents will need to ensure that the permission slips are returned to school on time. They should also ensure that the group leader is given information about their child's emotional, psychological and physical health and provide any medical information which might be relevant to the visit.



There is a strong tradition of parental support at NGJS and the success of many of our visits is ensured as they are supported by hard working and committed parents/carers. We hope this partnership will continue. On some visits we encourage parent/carers to attend. This is to support the children's learning and ensure that the children are supervised and kept safe. Many of our visits could not take place without this valuable support. It is important though that parents/

carers follow certain guidelines when on a school visit as this ensures the health and safety of all those on the visit. It must always be remembered that teachers have ultimate responsibility for the safety of pupils and therefore we have set the following guidelines which all children and volunteers should follow.

- Follow the instructions of the group leader and help with control and discipline
- Undertake any tasks to support the group leader
- Do their best to ensure the health and safety of everyone in the group
- Speak to a member of school staff if concerned about the health or safety of pupils at any time during the visit.
- Act as a good role model for all the children
- Be available to help for the full duration of the visit or previously agreed time
- Do not bring along younger siblings as you can not then fully participate in supervising the older children.
- Ensure your own details are known to the group leader i.e. emergency contact number, any medical information etc.
- Read and follow the risk assessment
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The group leader will meet with adult volunteers before a residential to outline roles and responsibilities. All parents/carers who join in with visits must have a C.R.B. check. For forms and information about this please ask at the school office.



The following shows an outline of visits which parents/carers may expect to take place in each year group at Nether Green Junior School. This is only a guide. It is highly likely that there will be variations to this each year as we are flexible and take opportunities which present themselves. In addition to those visits listed below there are local low cost or no cost visits which take place for example participation in the carol service, Other events may include visitors to school for which there may need to be a request

Year Group	Venue of Visit	Approx. cost
Y3	Kelham Island	£9
	Egyptian Activities (in school)	£7
Y4	River Walk	£2
	Austerfield Study Centre Residential visit 2 days	£35
Y5	Residential visit to Thornbridge 3 days	£85
	Gainsborough Old Hall	£10
	Activities day to support topic work for example Star Dome and Caribbean Dancing Sessions	£4 and £4
Y5 and Y6	Shakespeare company visit	£4
Y6	Residential visit to Robinwood Education Centre 3 days	£165
	Pizza making	£1
	Visit to Abbeydale Hamlet	£8
	Visit to Kelham Island Museum	£9
	Country Side Live /Crucial Crew	£10/£4
Whole school	Health Week Activities	£2
IR	Mostly undertake short, local trips to theatre, museum, art gallery, parks, Whirlow farm etc	Theatre £7 Local £1.50