

# Ballymacward Primary School



## Educational Visits Policy

Reviewed On: September 2023

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● Status : Version 1

September 2023

# **EDUCATIONAL VISITS POLICY**

## **DEFINITION OF AN EDUCATIONAL VISIT**

“All academic, sporting, cultural, creative and personal development activities which take place away from school and make a significant contribution to learning and development of those participating”.

School will follow guidance as laid down in the **“Educational Visits – Policy, Practice and Procedures 2007”** handbook issued jointly by SEELB/CCMS.

Supervision and Staff ratios will be in accordance with the above document.

In line with our Child Protection Policy, accompanying adults will have been subject to vetting procedures in line with the Employing Authority Standards.

In Key Stage One our policy is that parents of children going on trips will not be asked to supervise in a voluntary capacity as this can, and has in the past, affected children’s full participation in activities. Exception will only be made in the case of medical conditions.

All staff will adhere to the Code of Conduct stipulated within the document above, and children will be expected to comply with their own “Promise”. All voluntary helpers will be expected to take direction from the Group Leader and act appropriately. All adults should be addressed by their title eg. Mr/Mrs/Miss/Ms during school visits.