

Malvern Primary School School Visits Policy

Malvern Primary School aims to offer a broad and balanced range of exciting and stimulating educational visits for all students. The Educational Visits Coordinator will ensure educational visits meet the local authorities and school requirements, assess competence of prospective leaders and staff and ensure that risk assessments meet requirements.

Visits should:

- Extend and enrich the curriculum and the student's learning experience
- Encourage student independence and recognition of interdependence within a group and be inclusive
- Promote leadership and social skills
- Stimulate enquiry in subject areas
- Foster a sense of achievement

Educational visits must also be comprehensively thought out, clearly targeted, approved at the appropriate level, carefully reviewed and be part of the academic planning cycle. Students, staff and parents should be informed of the varied opportunities available. Students will not be excluded on financial grounds from any visits considered a necessary part of the curriculum. Under other circumstances, voluntary contributions to the cost of the trip may be requested from parents. Where the trip is not classified as a necessary part of the curriculum sufficient payments must be raised to continue with the trip.

Malvern Primary School has adopted the following guidance, which will act as the School Visit policy

- ***Health & Safety of Pupils on a School Visit*** (a good practice guide issued by the DFEE)
- ***Handbook for school leaders*** (This is Part 3 of a 3-part supplement to *Health and Safety of Pupils on Educational Visits: A Good Practice Guide HASPEV*)
- ***Standards for Adventure*** (This is Part 2 of a 3-part supplement to *Health and Safety of Pupils on Educational Visits: A Good Practice Guide HASPEV*)
- ***Standards for LEA's***
- ***Directorate of Children's Services Educational Visits Guidance-EVG01***