



Bangor Grammar School

EDUCATIONAL VISITS POLICY

Aims

The policy applies to school activities where the pupils are involved in a day visit or a residential activity. The school recognises that pupils have rights as individuals and treats them with dignity and respect. Throughout these activities the school aims to:

- promote the pupils' welfare, health and personal development;
- provide the highest possible standard of care;
- protect the pupils from harm of all kinds;
- assist the pupils establish a sound standard of self discipline.

Method

- Parents will be supplied in advance with details of any proposed educational visit.
- All educational visits will have an appropriate level of supervision, using qualified leaders where necessary.
- Contact details for the residential activity will be provided together with an emergency phone number.
- Parental consent is required in advance for participation in the activity and the administration of medication.
- Parents will be required to submit details of medical problems and dietary needs in advance.
- Parents will be required to authorise necessary emergency hospital treatment and give permission for their son to be represented by a member of staff in the event of a serious incident.
- Appropriate sleeping and showering facilities and arrangements will be available for pupils (see procedures).
- All transport used will conform to current legislation.

Complaints procedure

If any parent has concerns about the conduct of an educational visit he/she should in the first instance contact the leader-in-charge. The matter will be recorded, fully investigated and reported.

Evaluation

Leaders evaluate through parental consultation and seek the views of pupils, informally or by means of a questionnaire if appropriate. The policy is reviewed in the light of this evaluation and on the basis of advice given by the SEELB.