

EDUCATIONAL VISITS POLICY

Rationale:

Educational visits:

- consolidate and reinforce the theory presented in the classroom
- present opportunity for hands on experience
- introduce other forms of environment and enable children to view things in their own environment
- develop social awareness skills and responsibility for the environment
- enrich, enhance and excite children's learning

Aims & Objectives:

- ♦ to develop children's language skills
- ♦ to give the children practical fieldwork experiences in a variety of subjects
- ♦ to develop the following skills:
 - observational skills
 - mapping skills
 - methods of recording
 - organisational skills
 - use of I.C.T., with camera, audio equipment etc.
- ♦ to develop social behaviour and an understanding and respect for other people, places and environments
- ♦ to give the children the experience of working with other adults
- ♦ to improve the quality of learning by enhancing the children's curriculum experience

Organisation:

Throughout the seven years of school, the children will be given the opportunity to go on a variety of visits, which may include half day, day and residential visits.

The educational visits are planned and arranged in advance of the academic year to directly support and enhance our curriculum delivery.

The School's Charging Policy is taken into account when visits are planned.

Half/whole day visits

Contact is made with the centre to be visited.

Estimates of cost and travel are gained.

Confirmation of visit with centre and travel company are received.

Parents are informed by letter of the visit. They are briefly made aware of the purpose of the visit and their consent is sought.

Children who have a school dinner are provided with a packed lunch from the school kitchen.

Residential visits

All the above procedures will apply except:

- additional personal/medical details will be required
- food will be provided on site.
- male and female staff will accompany the party

Local area off-site visits

Generic consent is obtained from parents regarding local visits.

Parents where possible will be informed in advance when children are to be taken off-site to work in the immediate locality.

Parents are also informed when the children are taken to the Parish Church for Mass.

The school's mobile phone is taken on all external visits to facilitate emergency contact should this be necessary.

Monitoring & Evaluation:

The effectiveness of the use of educational visits will be monitored by the SLT in the following ways:

- quality of the content of the children's follow up work
- Teacher's assessment of the development of the children's skills
- feedback from children
- feedback from staff and volunteers accompanying visit

Initial date of policy: December 1997
Policy last reviewed: July 2018

It is the intention to review this policy annually.