

EDUCATIONAL VISITS POLICY

It is the policy of the GDST to ensure, as far as is reasonably practicable, the health and safety of all pupils, staff and all other people who participate in educational visits and trips organized by the school. The GDST is also committed to complying with the requirements contained within the DfEE's guidance on the Health and Safety of Pupils on Educational Visits.

The school will appoint a competent Educational Visits Coordinator and provide appropriate information, instruction, training and guidance to staff leading and accompanying educational visits and school trips. This will include:

- the procedures for planning and preparing for an educational visit or school trip
- the procedures for assessing the risks associated with an educational visit or school trip
- the procedures for informing parents, gaining their consent and, when appropriate, involving them in educational visits and school trips
- defining the roles and responsibilities of group leaders and other supervisors during educational visits and school trips