



SUSSEX WILDLIFE TRUST

SCHOOL VISITS CODE OF PRACTICE AND ADVICE TO TEACHERS

Our aim is to give all children a positive experience during their school visit. It is important that every child should be valued and encouraged to contribute to the best of their ability. Where possible all children will be given opportunities to be included and participate fully in all activities. We aim to create an environment in which everybody is respected and feels safe and secure, and ask visiting staff and others to support us.

In order to achieve this we aim to:

Provide access for all

When planning and delivering activities thought will be given to enabling children with a range of mental and physical abilities to participate.

Encourage mutual respect

By our friendly approach and group ethos we hope to create an atmosphere in which everybody is respected.

Value every child

While encouraging the individual to do their best, our aim is to engender a spirit of co-operation rather than competition.

Provide a safe and secure environment

All staff and volunteers are CRB checked. At no time will a single child be alone with a Sussex Wildlife Trust adult. Sussex Wildlife Trust has a Child Protection policy which can be viewed on their website www.sussexwt.org.uk.

To ensure safety, staff in charge of visiting educational parties are advised that the Trust holds them fully responsible for the conduct of all members of their party during their visit.

We ensure all employed staff working with children are trained in First Aid; the school, however, is ultimately responsible for their own First Aid. Any incident or accident will be recorded in the Accident Book.

Risk assessments for individual activities are available on the Ashdown Forest website or on request. Sussex Wildlife Trust has £10 million Public Liability cover.

To ensure good health, all members of the group should be dressed for the outdoors and should have appropriate footwear, waterproof clothing and sun hats/sun screen for hot weather.

Please would children wear a name badge to enable the Trust staff to identify them. This can be just a sticky label.

Provide trained staff

All employed staff running our centres have appropriate qualifications. All activities are risk assessed annually in accordance with our Health & Safety Policy. The Education team have a regular professional training programme.

