



THE CONSERVATORS OF ASHDOWN FOREST
ASHDOWN FOREST CENTRE
WYCH CROSS, FOREST ROW, RH18 5JP

Tel: 01342 823583 / 01342 822846
E-mail: conservators@ashdownforest.org
Web site: www.ashdownforest.org/enjoy/education
Office hours: 08.30 to 17.00 Monday to Friday

School Visit Code of Practice

Our aim is to give all children a positive experience during their visit. It is important that every child should be valued and encouraged to contribute to the best of their ability. We aim to create an environment in which everybody is respected and feels safe and secure, and ask visiting staff 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 difficulties to participate

Encourage mutual respect

By our friendly approach and group ethos we hope to create an atmosphere in which everyone 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

Our staff are DBS checked. At no time will a single child be alone with a member of staff. Ashdown Forest has Child Protection Policy which can be viewed on their website www.ashdownforest.org

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

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

Risk Assessments for activities are available on request from the Ashdown Forest Centre. Ashdown Forest has £10 million Public Liability cover

All members of the group should be dressed for the outdoors and have appropriate footwear and clothing - see further information sheet for details

Provide staff training

All staff leading educational visits have appropriate qualifications. All activities are risk assessed annually in accordance with our Health and Safety policy.

Ashdown Forest Conservators working in partnership with Talking Trees and supported by Friends of Ashdown Forest