



Policy Document: Local Learning Area

Policy Statement on Local Learning Area

Learning Together, Learning for Life.

Our School Values



Agreed and Signed on behalf of the Full Governing Body.....

Date: 19-5-23.....



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Introduction

Safely managed educational visits, with a clear purpose, are a vital part of a broad and balanced curriculum. Visits within the local area are considered learning 'in another classroom' and regular opportunities for visits within the local area. They offer an opportunity to extend the learning of all pupils, including an enrichment of their understanding of themselves, others and the world around them.

Paulton Infant School recognises its duty of care and statutory responsibilities for the health, safety and welfare of pupils, staff, volunteers, providers and members of the public with regard to educational visits for which it is accountable.

This policy is written taking into account the guidance from the Department for Education (DfE) and the Outdoor Education Advisers' Panel's (OEAP) National Guidance.

Purpose of the policy

- To ensure that every pupil has the opportunity to benefit from visits in the local area
- To ensure that all visits are safe, purposeful and appropriate to meet the educational needs of pupils taking part
- To ensure that staff feel confident using the local area to enhance delivery of the curriculum

Key Principles

- The 'Local Learning Area' is defined as an area within walking distance from the school site.
- The 'Local Learning Area' is part of our offer of a broad and balanced curriculum.
- Visits within the 'Local Learning Area' do not normally require additional risk assessments or consent

General

Visits/activities within the 'Local Learning Area' that are part of the normal curriculum and take place during the normal school day follow the Operating Procedure below.

These visits/activities:

- Do not require parental consent because they are covered by the consent we gain when children start at the school
- Do not normally need additional risk assessments / notes (other than following the Operating Procedure below)



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Boundaries

The boundaries of the Local Learning Area are shown on the attached map. This area includes, but is not limited to, the following frequently used venues:

- Paulton Memorial Park (Park Road)
- Holy Trinity Church (Church Street)
- Paulton Pool (Plumptre Close)
- Paulton Fire Station (Farrington Road)
- The Hub Community Library (High Street)
- Bloomfield Care Home (Salsbury Road)
- Paulton Basin
- Recreational Ground



'No-go' areas within the Boundaries

Paulton Infants School

Last Updated: May 2023

Next Review: May 2025



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At the time of writing, we have not identified any 'no-go' areas. This will be monitored and if identified, 'no-go' areas will be updated.

Operating Procedure for Local Learning Area

The following are potentially significant issues/hazards within our Local Learning Area:

- Road traffic.
- Other people / members of the public / animals.
- Losing a pupil.
- Uneven surfaces and slips, trips, and falls.
- Weather conditions.
- Activity specific issues when doing fieldwork (nettles, brambles, rubbish, etc.).

These are managed by a combination of the following:

- The Head (or in their absence, the EVC) must give verbal approval before a group leaves.
- Only staff judged competent to supervise groups in this environment are approved. A current list of approved staff is maintained by the EVC and office.
- There will normally be a minimum of **four** adults. The number needed will depend on the class and needs of individuals. Class teachers should agree with the Head (or in their absence, the EVC) what is an appropriate number of adults for the group.
- Staff are familiar with the area, including any 'no-go' areas, and have practiced appropriate group management techniques.
- Pupils have been trained and have practiced standard techniques for road crossings in a group. *For primary schools this is easy to do with some simple road markings in the playground – with a little practice this can become drilled and slick, as everyone knows what is going to happen.*
 - When crossing the road, pupils will remain in their partners (buddies) and follow the direction of the supervising adult.
 - Where possible, the use of marked crossings will be used. Where no road crossings are available, one adult will lead the group, whilst two adults stand in the road monitoring the traffic and a third adult 'brings up the rear' (see Appendix 1)
 - Where pathways become narrow, children will walk single file on the footpath to prevent children walking in the road.
- Where appropriate, pupils are fully briefed on what to do if they become separated from the group.
 - Prior to leaving the school site, children should be briefed that if they become separated they should stay where they are (away from the road and in an open space – do not hide).
 - The adults will ensure the group is safe and complete a headcount. The group leader (normally the teacher) will stay with the group (supported by 1 adult) and if necessary return to school.
 - Two of the supporting adults will look for the missing child. One adult will call the school and inform them a child is missing. They will keep the school informed.
 - If after 10 minutes the child has not been located, the school will contact the police to report a missing person and inform the child's parents.
- Children will be 'buddied up' and stay in their pair for the duration of their excursion. This will help minimise the risk of lost child.
- Staff will conduct regular head counts to ensure the safety of the group.
- Pupils' clothing and footwear is checked for appropriateness prior to leaving school.



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- Staff are aware of any relevant pupil medical information and ensure that any required medication is available.
- Staff will leave a printed register with the office. This will include the pupils leaving site, names of adults who are accompanying the group, telephone number of mobile phone taken.
- A mobile phone is taken with each group and the office have a note of the number.
- Appropriate personal protective equipment is taken when needed (e.g. gloves)



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Appendix 1 – Crossing the road

