



Risk assessment for:		Signed off by:	
Written by:		Date:	

Staff agreement: "I believe this risk assessment to be suitable and sufficient, and consider the overall risk level to be acceptable. I agree to adopt the control measures/precautions below, but will remain alert and ready to implement additional measures if circumstances change unexpectedly".

Signed:

Important Information

This event/trip specific risk assessment is to be read alongside the relevant general risk assessments.
(Tick the relevant documents that must be read in conjunction with this risk assessment)

<input checked="" type="checkbox"/>	Class Trip (General)	<input type="checkbox"/>	Swimming Pools
<input type="checkbox"/>	Local Learning Area	<input type="checkbox"/>	Theme Parks
<input type="checkbox"/>	Beach Visit	<input checked="" type="checkbox"/>	Castles & Historical Sites
<input type="checkbox"/>	Coastal Locations	<input type="checkbox"/>	Farm Visits
<input type="checkbox"/>	Residential Visits		

Are there other risks above and beyond what would be experienced every day to think about?

Consider STAGED:

Staff (Are there any individual considerations?)

Timings (Any considerations for transitions?)

Activity (Risks relating to specific activities)

Group (Risks relating to the group. Medical, wellbeing, SEND etc)

Environment (Additional dangers above and beyond the normal day. Adverse weather arrangements)

Issues	How to manage it
Crossing Roads – Being knocked over by a vehicle	<ul style="list-style-type: none"> • Appropriate adult to pupil supervision (at least 1:6). • Children are only able to cross roads with adult supervision • Trip leader and deputy are responsible for stopping traffic and allowing children to cross
Accident or Injury/Medical Need – Not having access to appropriate treatment	<ul style="list-style-type: none"> • Group leader to ensure basic medical kit is in trip bag • School mobile to be carried by party leader to ensure there is access to emergency services if required • Children who have known medical needs to be highlighted to all adults and appropriate medication to be carried (e.g. inhalers).
Lost children	<ul style="list-style-type: none"> • Appropriate adult to pupil supervision in place at all times. • Class to stay together throughout whole trip and head counted throughout the day

	<ul style="list-style-type: none"> • Children to wear stickers with school logo and phone number in case they get lost • Children to be supervised at all times and check everyone is there before leaving an area (e.g. toilets) • Adults to have smaller group of children to supervise whilst on trip and whole group to be overseen by trip leader
Coming into contact with members of the public	<ul style="list-style-type: none"> • Discussion to be had with children regarding strangers before leaving school and reminded on the bus. • Children to be instructed that if an unknown person tries to talk to them that they will seek the trip leader or member of staff to deal with the situation.
Children with visual impairments	<ul style="list-style-type: none"> • I:I provided • Taking visual support team advice on cane use • Hi-Vis jackets for key members of staff • Preliminary visit – photos taken of obstacles
Children with additional needs	<ul style="list-style-type: none"> • Parents attending • Social story • Expectation guide written alongside SENCo and shared and agreed with parent