



KAIKORAI VALLEY COLLEGE

EDUCATION OUTSIDE THE CLASSROOM PROCEDURE

OBJECTIVES

1. To give all students the opportunity to experience the outdoors in a manner which develops respect for the environment.
2. To enable students to apply their learning to the world outside the classroom, and to enrich the curriculum with first-hand practical experience outside the classroom.
3. To enable students to develop skills to cope safely with a variety of outdoor pursuits through the principles of 'challenge by choice' in a supportive peer group environment.
4. To enhance staff-student, community-school and inter-school relationships.
5. To enhance school spirit.
6. To have fun within a safe and supervised environment.

GUIDELINES

1. The school will ensure that personnel with relevant experience will be involved in the preparation for, and practice of, Education Outside the Classroom activities
2. The school will ensure parents/caregivers are fully advised of Education Outside the Classroom activities and emergency contact procedures, in writing.
3. Risk Analysis Management Systems information on intended Education Outside the Classroom activities is to be approved by the AP/Head of Department, Education Outside the Classroom before activities take place and to be available on request.
4. Education Outside the Classroom overnight activities proposed in addition to this must be submitted to the SMT (2 weeks prior to the trip/activity taking place).
5. Students will be given every opportunity to be involved in Education Outside the Classroom activities and encouraged to take part within a supportive environment.
6. Staff are encouraged to involve students in curricula-related excursions while considering the impingement on teaching time of other subject areas, and the costs associated around such excursions, including relief.
7. Where appropriate, participation will depend on the return of permission slips from parents or guardians.
8. The school will endeavour to offer financial assistance where possible to those students who may otherwise be unable to participate in Education Outside the Classroom activities.
9. An underlying principle behind all the Education Outside the Classroom activities will be the concept of mutual co-operation and encouragement within and between peer groups and staff.
10. Minor trips outside the school during the school day must follow the procedures outlined in the EOTC procedures.

Date of discussion by Policy Group	13 August 2008
Date of Confirmation by the Board of Trustees	13 August 2008
Reviewed	13 August 2008
Reviewed	28 September 2011
Reviewed	25 November 2015
Reviewed	24 November 2018
Reviewed	14-06-2022