

# Managing the *risk* during your school trip



When taking children outside the classroom it is important to try to manage the risks as best you can. Whilst some risk factors can't be controlled, your tour operator should have water-tight safety procedures in place to deal with any unforeseen changes.

Selecting a tour operator who offers a 24 hour emergency helpline and is a member of the School Travel Forum (STF) not only means they will be on hand to help when the need occurs but they will also operate to the highest standards.

Understanding and acknowledging the risks should enable you to plan a successful trip - not stand in your way. The life-skills a student learns during a trip contribute massively to their personal development, something which both the Health and Safety Executive (HSE) and the Department for Education (DfE) recognise.

***“HSE fully recognises that learning outside the classroom helps to bring the curriculum to life – it provides deeper subject learning and increases self-confidence. It also helps pupils develop their risk awareness and prepares them for their future working lives. Striking the right balance between protecting pupils from risk and allowing them to learn from school trips has been a challenge for many schools, but getting this balance right is essential for realising all these benefits in practice.”*** (School trips and outdoor learning activities: Tackling the health and safety myths, HSE).

***“School employers should always take a common sense and proportionate approach, remembering that in schools risk assessment and risk management are tools to enable children to undertake activities safely, and not prevent activities from taking place. Sensible risk management cannot remove risk altogether but it should avoid needless or unhelpful paperwork”*** (The Department for Education's advice on health and safety for Schools updated February 2014)

## Completing your risk assessments – where to go for help

The STF website is a great source of information for group leaders when completing risk assessments. One useful article '**Demystifying Risk Assessment**' serves as a guide to effective risk management on educational visits. [www.schooltravelforum.com/media/1076/demystifying\\_risk\\_assessment.pdf](http://www.schooltravelforum.com/media/1076/demystifying_risk_assessment.pdf)

Another organisation offering specialist advice around outdoor learning, off-site visits and learning outside the classroom, is OEAP. Visit their website [www.oepng.info](http://www.oepng.info) where you'll find plenty of practical information relating to your trip including the article, '**Risk Assessment – what to record and how**'.



### JULIE'S TOP TIP

Our experts are always on hand to answer any of your questions and offer suitable advice.



[WWW.WSTTRAVEL.COM](http://WWW.WSTTRAVEL.COM) CALL OUR SPECIALIST TEAM ON 01253 441900