



## Your Day Out with The Wildlife Trust for Bedfordshire, Cambridgeshire, Northamptonshire and Peterborough



The Wildlife Trust aims to conserve and promote the natural environment for the benefit of wildlife, people and future generations. It is important that while studying our natural environment the activities offered are those considered to be of value to teachers who need to fulfil National Curriculum requirements. Details of National Curriculum links are available.

The information below is designed to ensure that you and your group gain maximum benefit from your day out with the Wildlife Trust. If you have any questions about your visit, please do not hesitate to contact us.

**Adults are required in the ratio of 1:8 (KS2+) and 1:5 (KS1).**

### **Preparation of Children**

Children should come dressed appropriately, with long trousers, covered shoulders, sturdy footwear and hats if necessary; our sites can be very exposed in both hot and cold weather and often have nettles and thistles for the wildlife to feed on. Unsuitably clothed children will not be taken out with the group and only very wet weather halts proceedings. Teachers should provide extra clothing in case of accidents (very rare!). If staying all day, everyone should bring a packed lunch and plenty of drinks in hot weather. Please inform Trust staff, in advance of your visit, of any mobility or allergy issues that may be relevant to the day.

**Please provide the children with a sharpened pencil for recording.** All other equipment including clipboards and worksheets are provided.

**Plased ensure that all open cuts on hands are covered.** This is a precaution against Weil's disease - a rare water-borne disease.

Please **ensure all adults have a watch**, as good timekeeping is essential.

### **Responsibilities**

The Trust has a Child Welfare and Safety Policy in association with other Wildlife Trusts. It should be noted that while the Trust staff organise the activities for maximum educational value, it is considered that the senior teacher is in charge of the party. Therefore discipline throughout the day, especially at lunchtime and at departure, is the responsibility of the teacher in charge. However, disruptive pupils will be excluded from activities by Trust staff if necessary.

It is the responsibility of the school to ensure that all members of the group, including the school helpers are adequately insured. It is also the responsibility of the school to return all equipment as borrowed and a charge will be made for equipment lost or damaged.

Each Trust site has a risk assessment and evacuation procedure and each building has a Fire Risk Assessment. Risk Assessments are also available for each activity to be carried out. **Please complete and return the attached slip if you would like to see these in advance.** They will be available for viewing throughout your visit.

## Health and Safety during the visit

At the beginning of the session, a safety talk will be given to the group covering the following points, it would be useful if you could also cover these issues before the coming out to the site.

### **Accidents**

Each member of Trust staff will be aware of the current accident and emergency procedures and will carry a recommended first aid kit, but it is expected that teachers bring their own first aider and kits. A fully trained first aider will be available on site and all accidents must be reported to both the teacher and a Trust staff member.

### **Movement around the site**

Our sites are natural sites and the ground can be uneven, there may also be deep water, low branches and other natural hazards. Please ask your students to move around the site carefully and not to run.

### **Members of the Public**

Our sites are open to the public and some may be curious as to what the groups are doing, please emphasise that if the students have any concerns, questions or queries during the visit that they only approach the adults working with them on that day.

### **Hygiene**

Hand washing facilities are available for use before eating. Please emphasise students should not eat anything that they find on the site and that hands should be washed before lunch.

### **Appropriate behaviour and proper equipment use**

The Trust staff will know the site that they are working on very well and will know what types of behaviour are acceptable and safe. This may depend on weather conditions leading up to the visit as well as weather during the visit, and the history of the site. They are also trained to use the equipment on site safely. Please support the Trust staff by ensuring that instructions and guidelines are carried out. If you would like to question the Trust staff member about instructions please do not hesitate to pick an appropriate moment to do so.

We hope that you have a rewarding and enjoyable visit with the Wildlife Trust. If you have any questions or wish to discuss any aspect of the visit, please do not hesitate to contact us.