



**Sayers
Croft**

supervision & general welfare of pupils on a visit to the centre

The Centre bases its guidance on the Dfes booklet 'Health & Safety of Pupils on Educational visits' (HASPEV). Good planning and attention to safety measures reduce the number of accidents and lessen the seriousness of those that do happen. The management of health & safety on visits should be part of the school or organisation's overall policy on health & safety. Where appropriate visitors must comply with their own LEA guidance on supervision and staff:pupil ratios.

The Centre is responsible for the health and safety of all visitors on its premises. In order to carry out this responsibility risk assessments have been produced for all educational activities at the Centre and these will be able to be viewed on our website: www.sayers-croft.org.uk

These risk assessments have been translated into Safety Guidance Notes for each activity, which are given out to you at your planning visit. The Centre staff are all trained and qualified in the activities they lead. These activities are run in accordance with staff training and Centre protocols, therefore visitors should follow all safety guidance given by the Centre staff.

Visiting staff are, however, responsible for the general welfare of the young people in their care at all times. They have a common law duty to act as a prudent parent would do in the same circumstances, however, a court may expect an even higher level of care, given the professional status of the party leader.

The party leader needs to appoint a deputy in case of an emergency and should give clear guidance to all the party supervisors before the visit as to their roles and responsibilities and the aims of the visit. All visiting party supervisors have the right to stop an activity if they feel there is a risk to the health and safety of the participants in their charge.

The Centre strongly encourages the party leader to visit the Centre in advance in order to plan the programme, discuss safety and receive copies of all necessary safety documentation. (NB. The party leader is legally responsible for producing an overall risk assessment for the visit making reference to the Centre's documentation.)

We strongly advise you to have a 24 hour emergency home contact person (and deputy) who would take responsibility for contacting parents, LEA, media etc in the highly unlikely event of a serious accident. The party leader, party supervisors and home contact person(s) should have a copy of the agreed emergency procedure and copies of all participant names and emergency contact numbers.

The Centre has public liability insurance of £50,000,000, but the party leader may wish to consider whether other types of insurance may be appropriate e.g. for personal belongings, cancellation/curtailment etc.



LICENSING REGULATIONS

The Activity Centres (Young Persons Safety) Act, 1995 created a licensing scheme for outdoor centres.

This scheme covers only the following activities:

Caving

Climbing (specifically excluding climbing towers)

Trekking (on land above 600m)

Watersports (excluding still waters less than 100m wide).

Sayers Croft offers none of the above and we are, therefore, excluded from the scheme.

Along with other reputable providers, we lobbied that the scheme should cover a much wider brief, including residential study centres. We are concerned that parents and teachers will feel assured that all centres are covered by legislation when in reality the majority are not.

QUALIFICATIONS AND POLICE CHECKS

Please note that all Instructors are fully trained and hold qualifications, if appropriate, in the activities they lead.

All Centre staff goes through an enhanced police check procedure to ensure the safety of the children. Centre staff are identifiable by yellow identity badges and named staff photos are displayed in the dining hall.