

Winchester School

Education Outside the Classroom Policy

Rationale

The term “ Education Outside the Classroom” refers to all those activities which use the physical environment to enhance learning and provide opportunities to enrich other areas of the curriculum by interacting with people and places not normally associated with the daily curriculum.

It includes opportunities provided by the school site and its immediate neighbourhood, to those in the local community and its outlying environments.

Purpose

To assist in the social, physical and emotional development of the students.

To build confidence, co-operation and understanding through interacting with others.

To provide a sequential development of experiences that take into account the developmental needs of our learners, the delivery of the curriculum and available staff expertise.

To fully use the immediate school environment and the wider community for learning in a meaningful context.

To experience challenge, adventure and discovery, guided by appropriate health and safety procedures.

To provide direction to staff to ensure trips are planned and risks are minimised.

To reassure the Board of Trustees that staff have clear guidelines for EOTC activities.

Guidelines

Staff should be familiar with and use the most up to date Ministry of Education EOTC Guidelines ahead of planning for any EOTC experience. Staff must take into account their own skill level before planning trips involving risk.

First priority should be given to the utilisation of resources in the school’s local area. Particular emphasis should be given to the school’s facilities and the Manawatu River.

EOTC activities must be related to curriculum objectives and class programmes.

All EOTC activities outside of the school grounds must have the approval of the Principal. In the first instance, staff must complete the EOTC Planner and have Section 1 signed by the Principal before completing Section 2.

A 'RAMS' form needs to be completed and signed by the Principal ahead of any off site activities and any activities around school that may contain a risk.

Transport for EOTC experiences should be by bus in the first instance, or parent private vehicle for smaller groups. An emergency vehicle should always be available.

Concluding the EOTC experience, an evaluation should be completed to provide information for any future or similar event.

Ideally, EOTC experiences will be accessible to all children. Funding for those not able to meet donation cost should be met from curriculum budgets.

It is preferable that venues be chosen within 1 - 1.5 hours drive from school to allow maximum parent access to camps.

The programme will include suitable experiences for children, appropriate to each team.

An example of an annual programme is:

Junior Team	visits only eg. Eco-nected, Te Manawa, farms, beaches, river, factories etc
Middle Team	visits (as above) one overnight camp at the school
Senior Team	visits (as above) one camp of 2 -3 nights duration at an approved school camp site

Conclusion

Education Outside the Classroom at Winchester School will offer children a range of challenging and stimulating experiences that encourage them to interact with teachers, parents and fellow pupils and the environment in a different context from that offered by the normal classroom.

Reviewed: 10 April 2017

Chairperson: