



Trip Policy

School Values

**ENJOYMENT HONESTY CARING RESPECT
EQUALITY**

Trips

At Larkhall we believe every child should experience a wide range of opportunities to learn about the world around them and the roles people play in both the local community and wider world. Each term teachers will plan for at least one trip or visitor for the children both in the main school and Centre for Autism. This may be linked to their topic or be a special event, such as a sports competition. All parents will be asked to make individual contributions for trips their children go on. Children in the EYFS will experience going on a trip or meeting a visitor linked to their learning every 2 terms and will make the most of exploring the local area when out on a trip.

Local Area Trips

In the home school diary is a permission form for parents to sign to cover local areas trips for the whole year. This will cover trips within the local area that only involve walking and not the use of any public transport. Examples of these trips will be to the local library, cinema, sports day, local shops, Larkhall Park or Clapham Common and the Connected Learning Centre (CLC). This is also the permission for children in Year 3 who will go swimming each week.

Religious Education Trips

Throughout their time at Larkhall all children will have the opportunity to visit 6 different places of worship as part of their detailed study of one particular religion each year. This is to ensure we are offering them a broad and balanced curriculum.

Year 1 - Christianity

Year 2 - Islam

Year 3 - Judaism

Year 4 - Hinduism

Year 5 - Sikhism

Year 6 - Buddhism

Residential Trips

Residential trips provide the opportunity to experience being away from home and develop independence and we feel are an incredibly important part of the Larkhall experience. Our Year 6 children will experience spending a week at Sayers Croft outdoor activity centre. Centre for Autism Year 6 pupils also take part but stay for a shorter period. In addition our Year 5 children will spend a week at Nethercott Farm. Whilst we ask for a contribution towards these trips to cover some of the costs associated, no child will be excluded if their family is unable to pay.

Reward Trips

Each term children can be selected to take part in a special reward trip. Children can be chosen for a number of reasons by any member of staff. Examples of why children are chosen may include:

- Being a fantastic role model to others and upholding learning values linked to PSCD traits
- Excellent attendance and punctuality
- Always being organised such as having correct PE Kit every week
- Making great progress with their learning
- Always showing their best effort with their learning linked to PSCD and BLP

The location of our reward trips vary across the year as we try to build in opportunities to cater for all areas of the curriculum.

Booking Trips

- All risk assessments for trips are centrally stored and are reviewed annually. Risk assessments for each venue will be collated by the Admin Officer.

- Once you have a trip in mind you need to inform the Admin Officer responsible for trips who will then source the trip and make an initial booking. Minimum 3 weeks notice.
- Once confirmed a purchase order form will be completed by the budget holder.
- Lunches, transport and payment will be organised for you by the Admin Officer.
- Class Teachers need to send out a permission letter (if not a local trip) and gather in responses and contributions from parents.
- Class teachers then need to ensure they have the correct adult:child ratios in place.

Ratios

- EYFS - 1:4
- Year 1 and 2 - 1:6
- Years 3 and 4 - 1:8
- Years 5 and 6- 1:10