

BEHAVIOUR AND OFF-SITE VISITS



If your behaviour is likely to compromise the health and safety of others whilst off-site or it breaks the Code of Conduct signed by you and your parents, careful consideration must be made as to whether you are allowed to participate. Measures are also in place for withdrawing you from a course during Activity Week. If this is from a residential experience your parents will be requested to fetch you at their own expense.



STUDENTS RETURNING FROM OFF-SITE VISITS

Bearing in mind child protection issues and the risk of abduction, please remind your parents that when you return to school from any off-site visit you **MUST** be collected from school unless prior arrangements have been agreed with the trip leader. Until collected you should remain within the sight of school staff. Should you return to school before or at the end of the normal school day the arrangement agreed with your parents may be that you walk home or go home on the school bus as normal.

IT'S NOT A HOLIDAY!



Our expectations and standards of behaviour during Activity Week are the same as those of a normal school week. The same rules and levels of discipline, including the Discipline for Learning system, apply to all Activity Week courses and often additional rules apply due to the nature of your course.

Finally, whatever course you are doing, we hope that you have an enjoyable and rewarding time!



LUTTERWORTH HIGH SCHOOL

Health & Safety Advice For Activity Week 2019

The first Activity Week courses are due to depart on Sunday 30th June. During Activity Week nearly 600 students will be off-site at some time or other. Health and Safety is therefore of paramount importance. Detailed risk assessments are now in place for all activities. However, just one student doing the wrong thing at the wrong time can put others in danger.



THINK ABOUT YOUR ACTIONS!



Your cooperation is required:

- Listen carefully to all instructions from all adults.
- Do as you are asked – remember we don't ask you to do the impossible.
- Think about your own safety and that of others.
- If there is a problem tell an adult immediately.

This leaflet contains some very important Health and Safety information for Activity Week. Please make sure that you read it. Some things only apply to those students going off site. Ignorance will not be accepted as an excuse for you not doing the right thing at the right time!

USE OF VOLUNTEER ADULTS DURING ACTIVITY WEEK

Many of our Activity Week courses would not be possible without the generosity of Adult Volunteers, many of whom take holiday from their normal job in order to participate. All Adult Volunteers are DBS (criminal record) checked and should be afforded the same courtesies and respect as any member of school staff and failure to do so will result in sanctions.

WEARING OF SEAT BELTS

On coaches and buses that are fitted with seat belts it is now law that passengers must wear them. The responsibility for compliance will be with the passenger and not the driver. Failure to wear a seat belt on a coach can lead to a fine of up to £2000. We do know of schools where this has happened! Should such a fine be imposed it will be passed on to the parents of the students not wearing their seat belts. During Activity Week all the coaches used will have seat belts fitted to every seat.

Whilst travelling by coach you **MUST**:

- Sit upright in the seat, facing forwards.
- Wear the seat belt provided in the correct manner.



Department for Education (DfE) guidance states "Group leaders should ensure that transport by road has seat belts and pupils wear them".

At the start of each journey adults will check that your seat belt is fastened in the correct manner. They will then have met their legal duty of care. Should you refuse to wear the seat belt you will NOT be taken on the visit.

Should you be found to have your seat belt unfastened or being worn in an inappropriate manner at any time during any coach journey, you will be given a "severe clause" under the Discipline for Learning system without redirection. Furthermore you may well be withdrawn from future off-site visits which could include other visits during Activity Week.



MOBILE PHONES & iPADS

Mobile phones and devices are NOT allowed on some courses due to the nature of the course and its location. Please check with your course leader. Should you be allowed to take a mobile phone it should be used in accordance with the school's Mobile Phone Usage Policy ('phones away' rule), the main points being as follows:

- You use your phone responsibly while travelling. Mobile phones can be used with headphones to listen to music during the journey.
- Headphones are put away when visiting places of interest and whilst staff are giving instructions.



MOBILE PHONES - CONTINUED

- Mobile phones can be used to take photographs when visiting places of interest but should then be put away.
- Mobile phones must not be used to make telephone calls when travelling or visiting places of interest.
- Mobile phones are not to be used whilst eating meals.
- You must not place any comment or photograph on social media that would bring the reputation of the school into disrepute.
- Staff have the right to confiscate mobile phones being inappropriately used.
- On residential trips, at the discretion of staff, students may use their phones within the confines of the accommodation.

The Policy can be viewed at www.lutterworthhigh.co.uk/Information

Mobile phones and devices are NOT covered by school travel insurance.

HIGH-ENERGY DRINKS



There have been previous reports of deaths in teenagers as a result of the consumption of high-energy drinks, e.g. Red Bull. Therefore, high-energy drinks, e.g. Red Bull, are **not** allowed on any off-site visit.



A CHANGE TO THE RETURN TIME

In the event of an earlier or later return to school than planned, or any other significant change to the planned activity, parents will be informed by text message.

Due to GDPR we no longer use Telephone Trees.



CONTACT DETAILS

Are your contact details up to date? Have you moved house or changed telephone numbers, including parents mobile numbers, since you completed your Form of Consent for Activity Week? If so you **MUST** let your course leader know immediately. It would also be most useful if you could ensure that our Reception staff know of the changes in your details.