

INDEX 

<b>Health and Safety Executive</b>		<b>Sector Information Minute</b>	
<b>Public Services</b>		<b>SIM 07/2002/27</b> Supplement 1	
<b>Cancellation Date</b>	16/04/2006	<b>Open Government Status</b>	Fully Open
<b>Version No &amp; Date</b>	1: 22/10/2002	<b>Author Unit/Section</b>	Central & Local Government, Education and Research Unit

Target Audience:  
FOD Inspectors

## EDUCATIONAL VISITS

This is a supplement to SIM 7/2002/27 to alert Inspectors to new guidance on school visits and trips recently published by the Department for Skills and Education (DfES). The guidance is in three parts and supplements DfES's main guidance *Health and Safety of Pupils on Educational visits*. The SIM also provides an electronic link to access the documents.

1 [SIM 7/2002/27](#) para 17 refers to DfES guidance *Health and Safety of Pupils on Educational Visits good practice guide (HASPEV)*. Three supplements to the guidance have now been published:

### **Part 1: Standards for LEAs in Overseeing Educational Visit**

This aims to help LEAs meet their responsibilities for visits by outlining the need for appointing competent persons to undertake the following roles:

- Outdoor education adviser;
- School educational visits co-ordinator;
- Group Leader.

The Guidance also sets out three levels of risk assessment:

- Generic;
- Visit/Site specific;
- Ongoing.

### **Part 2: Standards for Adventure**

This guidance is aimed at teachers but will also be relevant to others such as the Independent Schools Adventure Activities Advisory Service (ISAAAS). Stressing the

need for competence, it is designed to fill the gap between the non-adventure visit and the visit to a licensed activity centre.

### **Part 3: A Handbook for Leaders**

This guidance contains more detail than the HASPEV guidance, particularly on supervision, head-counts, ongoing risk assessment, and emergency planning.

2 All parts of the guidance are available on the following website:

<http://www.teachernet.gov.uk/visits>

3 The *Health and Safety Responsibilities and Powers* (referred to in SIM 7/2002/27 para 19) is free-standing guidance and not part of above good practice guide. This is available on:

<http://www.teachernet.gov.uk/responsibilities>

#### ANNOTATION OF INSTRUCTIONS

4 SIM 7/2002/27 – annotate with ‘See SIM 7/2002/27 Supplement 1’.

Date first issued: 22 October 2002

**TOP ▲**