

## COVID-19 – Advice



### School trips

This document sets out what you may do in relation to school trips, *correct at time of writing (see date below)*. This is subject to change at short notice. This guidance should be read in conjunction with the guidance in the useful links below and relevant School and Employer Policy.

1. Headlines
2. Insurance
3. Transport
4. Local Learning Area & Rule of 6
5. Duke of Edinburgh Award
6. EVOLVE
7. Useful Links

#### CONTACTS

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## 1. Headlines

<p>Trips organised and undertaken between 1st Sept - 31st Dec 2020</p>	<p>You can book and run:</p> <ul style="list-style-type: none"><li>• Day trips to parks, museums, forests etc., so long as they are COVID secure.</li><li>• Book day adventurous activities (onsite &amp; offsite).</li><li>• Curriculum day trips to venues such as Field Studies Council centres</li></ul> <p>You cannot:</p> <ul style="list-style-type: none"><li>• Undertake residential activities. This includes, camping, hotels, youth hostels or staying overnight on the school site.</li><li>• Overseas trips</li></ul>
<p>Trips organised and undertaken between 31st Dec 2020 and beyond</p>	<p>You can book: As above</p> <p>You cannot:</p> <ul style="list-style-type: none"><li>• Book any residential trips as the booking may not be insured for cancellation and the money may be lost in the event of the trip not taking place</li></ul> <p>Paused:</p> <ul style="list-style-type: none"><li>• Overseas Residential Trips – no new bookings to be made until further guidance given.</li></ul>

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Although I have reviewed the guidance and headlined above the attached should be read in conjunction with:

- Employer Visits Policy
- [National Guidance 4.4k Coronavirus \(4.4k\(Cym\) Coronafeirws\)](#)
- [DfE Guidance for full opening of schools](#)
- [FAQs \(EVOLVE Advice\)](#)

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## 2. Insurance

Residential and Overseas trips booked now may not be insured against cancellation. If the trip takes place, insurance will cover incidents but may not pay back money if cancelled. You should enquire if a provider has a money back guarantee prior to booking.

17<sup>th</sup> September 2020

### **3. Transport**

Regardless of the method of transport, masks should be worn by all over 11 years old.

#### **3.1 Public transport**

Trains are ok outside of peak times, services buses/rail replacement buses are not advisable.

#### **3.2 Coaches**

One vehicle one bubble, properly seat belted vehicles for this provision.

#### **3.3 Minibuses**

You should open windows to create fresh air. The staff will be driving or in the front seats and as such will be at least 1meter from students. Ideally this should be a bubble group.

### **4. Local Learning Area & Rule of 6**

4.1 Trips in your local learning area are encouraged, please ensure you have the policy ([found here](#)) adapted and shared with staff

4.2 The rule of 6 introduced by the government does not currently apply to school trips

### **5. Duke of Edinburgh Award**

The Duke of Edinburgh Award have updated their guidance due to Covid

- <https://www.dofe.org/dofewithadifference/expedition-flexibilities>:

*“Whilst campsites remain closed and shared indoor accommodation may not be available (or your centre may not allow their use), teams at all Award levels will be allowed to return home to sleep during their expedition. They should, however, still plan and cook their meals as a team, and of course meet the minimum hours of planned activity during each day.”*

### **6. EVOLVE**

All trips (except local learning area) must be entered onto EVOLVE with as much notice as possible. This data may be very useful.

### **7. Useful links**

[EVOLVE Login](#)

[OEAP National Guidance](#)

[DfE Health and Safety on Educational Visits](#)

[Learning through landscapes lesson plans](#)