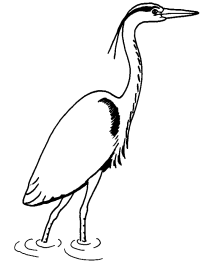




YOUR DAY AT



PRIORY COUNTRY PARK 2006

The information below is for all teachers bringing a school party to Priory Country Park and booked through the Wildlife Trust.

All schools must send a representative to a pre-visit session. This is to help with the organisation of the day, choose the exact package of activities and to receive the current Teacher's Resource pack if required. Parent-helpers are welcome. If you are unable to attend on any of these days, it is important that the staff involved speak directly with Trust education staff well in advance of the visit.

Preparation of children

Children should come with waterproof coats and headgear, boots or strong shoes (trainers are ideal in dry weather), long trousers and a warm jumper. In hot weather, light, long sleeved garments are advised along with a sun hat and sun cream. The school should provide a towel and extra clothing in case of accidents. Unsuitably clothed children will not be taken out with the group. Only very wet weather halts proceedings. There are toilets, including disabled, at the Visitor Centre and plenty of space for picnic lunches. Everyone should bring a packed lunch and plenty to drink in hot weather. Please try to encourage children to bring 'low waste' lunches with as little throwaway packaging as possible to reinforce the message of sustainable lifestyles.

Please ensure that all open cuts on hands are covered.

This is a precaution against Weil's disease, a rare water-borne disease.

Organisation of the group

Two class groups of up to 64 will be divided into the 2 classes with their own teacher. Each class needs to be divided into evenly sized groups planned beforehand at the pre-visit session and adults allocated to children with a ratio of at least 1:8 (1:5 for KS1). Please do not bring any pre-school children with the helpers. It is important in a public park that each adult has a list of the children in their particular care with them on the visit and that there are regular headcounts. Please ensure that all your parent-helpers are aware that they will be expected to help the children to complete the activities.

Organisation of the day

The day visit is organised by the Trust's education officer in consultation with the teacher in charge. Parts of the programme may be schoolteacher led, depending on the choice of activities and the size of the groups. The activities will take place

within a short distance of each other to minimise changeover time. Please **ensure all adults have a watch**, as good timekeeping is essential.

It is preferable that schools arrive by 9.30am. The visit starts on arrival at the Visitor Centre with a short introductory talk from a Wildlife Trust staff member. Lunch will generally be at 11.45 -12.15 and is eaten inside if wet. All equipment and clipboards are provided but please bring pencils. (NB One set of worksheets and trail booklets per group will be provided, unless one per child is specifically requested beforehand).

Please note that Wildlife Trust souvenir pencils (20p each) are available on request.

Responsibilities

The Trust has a Child Welfare and Safety Policy in association with other Wildlife Trusts. It should be noted that while the Trust staff organises the activities for maximum educational value, it is considered that the senior teacher is in charge of the party. Therefore, discipline throughout the day, especially at lunchtime and at departure, is the responsibility of the teacher in charge. However, disruptive pupils will be excluded from activities by Trust staff if necessary. Each member of Trust staff has emergency first aid training and will carry a recommended first aid kit, but it is expected that the teacher in charge should take overall responsibility for emergencies and bring their own first aid kits and also to ensure that all children wash their hands thoroughly before eating.

It is useful for each class teacher to carry a mobile phone.

It is the responsibility of the school to ensure that all members of the group, including the school helpers, are adequately insured. Risk assessments for each activity are available.

It is also the responsibility of the school to return all equipment as borrowed. A charge will be made for equipment lost or damaged.