

# Queensmill College

## Educational Visits Policy

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*A specialist provision for young people with autism, where they can develop their skills in an environment that values them for who they are, with no limits on their aspirations.*

### **Introduction**

Visits into the community are an important part of the teaching and learning at Queensmill College. Through our community visits our young people are able to generalise skills in the wider community, practice social and life skills, participate in group events and extend their curriculum-based knowledge. Queensmill College also recognises that it is often difficult for parents and carers to participate in community visits with their young person due to the young person's anxieties. By giving young people the experience of community visits within college time, it allows the young people to become more tolerant of public places and families may then be able to access the community more easily.

### **Implementation**

Educational visits are an important part of our curriculum. All students are offered a range of different visits. These include:

- Swimming
- Gym
- Library
- Café
- Shopping
- Park
- Work experience
- Cinema-autism friendly screenings
- Curriculum visits-e.g. museums, places of worship, historical sites, and farms.

The college has access to a mini-bus which it uses for some community visits. All staff who drive this mini-bus have passed the appropriate test administered by the LA: MIDAS training-Contact Details: The Hammersmith & Fulham Community Transport Project. Where appropriate young people will travel using public transport as this is an important life skill for our young people.

Visits are carefully risk assessed and are usually for small groups of students or an individual student. Before each visit is carried out a thorough Evolve Risk Assessment is carried out for the class as a whole and where necessary for individual young people. Ongoing risk assessments are undertaken for trips such as swimming and walks in the local community. Teachers are responsible for ensuring that Risk Assessments are written and signed off by a member of the Senior Management Team via Evolve. The teacher ensures that all members of the team are aware of the content of the Risk Assessment and what their role is during the outing/visit. Supervision is given the highest priority at all times and where it is not possible to provide appropriate supervision due to staff issues then a visit may be cancelled or postponed.

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Where a trip is offered and an extra cost is involved permission forms are sent to parents, and a voluntary donation towards the cost of the visit can be asked of parents where necessary.

Where a visit occurs to a new or unfamiliar destination the teacher carries out an initial visit to assess the venue. This assessment allows the teacher to plan the trip according to the needs and practicalities of the venue and the needs and abilities of the students.

**Policy reviewed** – November 2023

**Reviewed by** Rachel Thompson

**Date for next review** – November 2025