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Management Board and Governor Check List

- We are aware of our responsibilities as explained in this guidance and our establishment's visits/outdoor learning policy.
- If we are the legal employers, we are fully aware of our responsibilities under health and safety law.
- We have access to training to ensure that we understand the importance and function of visits/outdoor learning and any guidance provided.
- There is an EVC in place that meets with employer requirements.
- We consider annually the place and contribution of visits/outdoor learning to the establishment's ethos.
- We can identify the wide range of outcomes for young people through visits/outdoor learning and how they contribute towards their development/attainment and to establishment effectiveness.
- If I am a school governor, I recognise the difference that Pupil Premium can make to the provision of visits and outdoor learning and the outcomes for relevant pupils.
- We have arrangements to support young people with special needs including medical and behavioural needs and our visits are inclusive.
- Visits/outdoor learning are included on our meeting agendas and are a standing item in the head/manager's report.
- We are aware of which visits may require our specific approval or involvement as a "critical friend".
- Emergency procedures are in place and we are involved in periodic review and challenge to ensure they remain suitable and sufficient.
- We are aware that we may be involved in adjudicating parental complaints or dealing with an emergency.

- There is access to expert advice such as from an accredited outdoor education adviser.

- There are procedures in place to monitor the effectiveness and quality of visits/outdoor learning.

