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Guidance for Lead Member for Children's Services

The Health and Safety at Work etc. Act 1974 places overall responsibility for health and safety with the employer. Who this is, varies with the type of school or other establishment. It is critical that employees understand who their employer is.

Employers have duties to ensure, so far as is reasonably practicable:

- The health, safety and welfare of all employees and volunteers.
- The health and safety for all young people for whom the Director of Children's Services (DCS) is responsible under the Children Act 2004.

As a Lead Member for Children's Services, you will provide the political context that steers and supports the role of the DCS in relation to their responsibilities for provision of outdoor learning, off-site visits and Learning Outside the Classroom (LOtC),

This should ensure that:

- You have an understanding of the legal framework within which Children's Services employees work in relation to Outdoor Learning, Off-site visits and LOtC. You can find further guidance in document 3.2 '*Underpinning legal framework and duty of care*'.
- You are aware of your responsibilities under the Corporate Manslaughter and Corporate Homicide Act 2007.
- You are aware of the full breadth of your responsibilities for all young people.
- There are clear policies and procedures, including an audit trail, to ensure that all employees are directed to follow the employer's guidance for outdoor learning and off-site visits.
- Information and advice is made available to support outdoor learning, off-site visits and learning outside the classroom, and understanding of the guidance e.g. there is a designated adviser with appropriate resources to support policy implementation and compliance.
- Training is provided to ensure that employees understand the guidance e.g. EVC Training, Visit Leader Training.

- Policies and procedures are in place to ensure that statutory duties with regard to training, monitoring and guidance are complied with.
- Where duties are delegated, the roles and responsibilities of all are clearly defined and specified within guidance documents, cross referencing with all relevant job descriptions.

This guidance must be set in the context of "Statutory Guidance on the Roles and responsibilities of the Director for Children's Services and the Lead Member for Children's Services" (DfE 2013)

<https://www.gov.uk/government/publications/directors-of-childrens-services-roles-and-responsibilities>

