



*Have faith... believe you can*

## **St John the Baptist School**

### **Extended Schools & Visits Policy**

This policy must be read in line with Section 175 of the Education Act (2002) and in conjunction with 'Safeguarding Children & Safer Recruitment in Education' (DfES, 2007). Its aim is to supplement the DfES guidance with additional information pertaining to safeguarding children within extended schools and community provision.

The policy covers:

- Core Services
- Roles & Responsibilities
- Responsible Employment
- Inter-School Activities
- Before, During & After Activities
- The Role of the Local Authority

#### **Extended Schools - Core Services**

- High quality "wraparound care" provided on the school site or through other local providers, with supervised transfer arrangements where appropriate, available 8am – 6pm all year round
- A varied menu of activities to be on offer such as homework clubs and study support, sport, music tuition, dance and drama, arts and crafts, special interest clubs such as chess and first aid courses, visits to museums and galleries and learning a foreign language, volunteering, business and enterprise activities.

**Roles:**

The school will have varying roles within this extended provision:-

- Providers of the site
- Facilitators of school resources
- Promoters of activities
- Hosts of other organisations on the site, offering services.

**Responsibilities:**

Within these roles the school will be responsible for:-

- What the children do
- Who has access to the children
- Where the children are sent and how they are transferred
- Who takes them there
- What happens to them when they get there

Within this are overall responsibilities:-

- Schools liability to visitors engaged in activities
- Common law duty of care to children of the school
  
- Section 175 of the Education Act 2002. "The governing body of a maintained school shall make arrangements for ensuring that their functions relating to the conduct of the school are exercised with a view to safeguarding and promoting the welfare of children who are pupils at the school". "They will also have regard to any guidance issued by the Secretary of State in making those arrangements"
- If a charge is made – contractual obligations including implied terms (e.g. a safe learning environment)

## **Responsible Employment:**

If staff are employed by the school, all safe recruitment and employment policies must apply including:-

- Appointment
- Induction
- Training
- Suitability to work with children
- Reporting incidents
- Supervision to ensure that procedures are followed

## **Other Providers On Site:**

If they are a community or voluntary organisation the school must:-

- Ensure their personnel are CRB checked
- Ensure that they are appropriately qualified for the activities
- Ensure there is a communication route to the school through which concerns can be reported, by children, parents or staff.

Policy reviewed: November 2016

To be reviewed: November 2017