

# **Off-Site Supervision Policy**

## **Purpose of the policy:**

To provide adequate supervision and duty of care to all students at all times when engaged in off-site school activities.

## **Guidelines:**

- Students engaged in off-site activities will at all times be supervised with an adult to child ratio of at least 1:10.
- A registered teacher engaged by the school will at all times accompany the group when leaving the premises.
- All off-site activities will be agreed upon by the parent/carer via a signed permission form.
- Children unable to attend planned off-site activities will be supervised on the school premises by a registered teacher.
- Permission forms and specific medical requirements for students will accompany the teacher on all excursions.
- A first aid kit and school role will accompany the teacher on all excursions.
- The school undertakes to archive all permission forms for 7 years after the year last attended by the student.
- It is the policy of Daylesford Dharma School to not include overnight school activities in its programme.