



The Green Way Academy - Local Learning Area

General

Visits/activities within the 'Local Learning Area' that are part of the normal curriculum and take place during the normal school day follow the Operating Procedure below.

These visits/activities:

- must be recorded on EVOLVE via the 'Local Area Visit' module.
- do not require parental consent – however must be made aware the visit is happening..
- do not normally need additional risk assessments / notes (other than following the Operating Procedure below).

Boundaries

The boundaries of the Local Learning Area are shown on the [map seen at the end of the policy](#). This area includes, but is not limited to, the following frequently used venues: *e.g.*

- *North Hull Estate*
- *Hull University*
- *Sirius North*
- *Greenwood Avenue Library*
- *Ada Holmes*
- *Tesco Hall Road*

Operating Procedure for Local Learning Area

(The below is simply a generic risk assessment for these routine activities)

The following are potentially significant issues/hazards within our Local Learning Area:

- Road traffic.
- Other people
 - social distancing
 - members of the public
 - animals.
 - Etc.
- Losing a pupil.
- Uneven surfaces and slips, trips, and falls.
- Weather conditions.
- Activity specific issues when doing fieldwork (nettles, brambles, rubbish, etc).

These are managed by a combination of the following:

- The Head **or** EVC must give verbal approval before a group leaves. *Not strictly necessary if you have clearly identified competent staff, and are confident in your operating procedure, and the fact that staff will follow it.*
- Only staff judged competent to supervise groups in this environment are approved. A current list of approved staff is maintained by the EVC and office.
- The concept and Operating Procedure of the 'Local Learning Area' is explained to all new parents when their child joins the school, and a synopsis is in the School Prospectus.
- Regular hand washing or regular hand sanitising is in place
- Students are briefed on keeping their distance from members of the public
- The selected route takes the least busy option
- Use antibacterial wipes to clean any equipment before use
- There will be a minimum of two adults.
- Staff are familiar with the area, including any 'no-go' areas, and have practiced appropriate group management techniques.

- Pupils have been trained and have practiced standard techniques for road crossings in a group.
- Where appropriate, pupils are fully briefed on what to do if they become separated from the group.
- Pupils' clothing and footwear is checked for appropriateness prior to leaving school.
- Staff are aware of any relevant pupil medical information and ensure that any required medication is available.
- Staff will either record the activity on EVOLVE (Local Area Visit module), or leave a completed 'Signing out' sheet with the office.
- A mobile is taken with each group and the office have a note of the number.
- Appropriate personal protective equipment is taken when needed (eg gloves, facemasks bag for waste, tissues etc.)

Map of Local Area

