



Charity No: 1169903

Date of Policy: 21st January 2022

Date renewed: 9th January 2024

Date to be renewed: 31st January 2025

The Prout Bridge Project Outdoor Activity Policy.

It is important that anyone who leads young people in the outdoors acknowledges the existence of a level of risk. It is not possible to guarantee the removal of all risk but it can be reduced, through careful planning, to an acceptable level. Risk assessment forms are available on the lap top.

Roles and Responsibilities

The person in charge of the session has overall responsibility for the supervision and conduct of the event.

Everyone should:

- Do their best to ensure the health and safety of everyone in the group.
- Follow the instructions of the group leader and help with control and discipline.
- Speak to the group leader if concerned about the health and safety of young people at any time during the event.

No-one should be left in sole charge of young people (unless agreed and competent to do so).

Young people must :

- Not take unnecessary risks.
- Follow the instructions of the leader in charge and any other supervisors, including those at the venue.
- Dress and behave sensibly and responsibly.
- Be sensitive to local codes and customs.
- Look out for anything which might hurt or threaten themselves or anyone in the group and tell the group leader or supervisor about it.

Young people whose behaviour may be considered to be a danger to themselves or others should not be allowed on the event if the risks cannot be adequately controlled.

Communication with parents:

The group leader should:

- Provide sufficient information to enable parents to make a decision about whether their child should go on the event.
- Tell parents how they can prepare their child for the visit e.g. by reinforcing the code of conduct.
- Ask parents to agree to the arrangements for sending a young person home early.
- Make special arrangements for parents with special needs e.g. English as a second language.

Parents will need to:

- Provide an emergency contact number and sign a consent form.
- Provide the group leader with information about their child's emotional and physical health which may be relevant to the visit.