



# WHANGANUI HIGH SCHOOL POLICY

## EDUCATION BEYOND THE WHANGANUI SCHOOL SITE

Policy No: 1.6  
(NAG 1)

<b>INTRODUCTION</b>	<ol style="list-style-type: none"> <li>1 Valuable educational opportunities exist beyond the Whanganui High School site.</li> <li>2 Students and staff need to have access to the opportunities available off-site in order to enhance teaching and learning opportunities.</li> <li>3 Issues relating to student and staff emotional and physical safety arise when engaging in off-site learning activities.</li> </ol>
<b>OBJECTIVES</b>	<ol style="list-style-type: none"> <li>1 To enable students and staff to have access to environments, facilities and personnel not available on the Whanganui High School site.</li> <li>2 To ensure risk analysis takes place prior to moving into off-site education environments.</li> <li>3 To assess costs and benefits of all off-site educational opportunities.</li> <li>4 To determine and clarify clear lines of responsibility prior to undertaking off-site learning including:               <ol style="list-style-type: none"> <li>a) When students are under the control of Whanganui High School staff – e.g. field trip.</li> <li>b) When students are under partial control of Whanganui High School staff – e.g. factory visit.</li> <li>c) When students are under the control of off-site providers - e.g. Career Development.</li> </ol> </li> </ol>
<b>GUIDELINES</b>	<ol style="list-style-type: none"> <li>1 Where students are to be placed in the care of an off-site provider – e.g. Career Development, an agreement must be drawn up and signed by the School and the off-site provider, covering terms, conditions and expectations relating to the off-site learning situation. Particular care must be taken to ensure the students’ emotional and physical safety, to inform caregivers of the arrangements, and to monitor the situations during the off-site learning experience. Approval to be gained from the Principal for all such programmes.</li> <li>2 Education beyond the classroom (Outdoor Education). Clear procedures are laid down by the School, which must be followed in relation to any outdoor education – see Staff Manual.</li> <li>3 School Trips – see Procedures which are set out in the Staff Manual.</li> </ol>
<b>ACCOUNTABILITY</b>	The Principal is responsible for ensuring that clear procedures, as laid down in the Staff Manual, are followed in relation to any outdoor education.
<b>EVALUATION</b>	The Board, in association with the Principal, will review this policy on a three-yearly cycle in accordance with the School’s quality management cycle.
<b>CONCLUSION</b>	<ol style="list-style-type: none"> <li>1 Students and staff will have access to off-site educational opportunities in order to enhance teaching and learning opportunities.</li> <li>2 All areas or issues relating to student and staff emotional and physical safety will be carefully considered when engaging in off-site learning activities.</li> </ol>

Approved by the Board  
Signed Chairperson:

Date:

15/8/16

Signed Principal:

Date:

15 August 2016.