Local Learning Area Policy

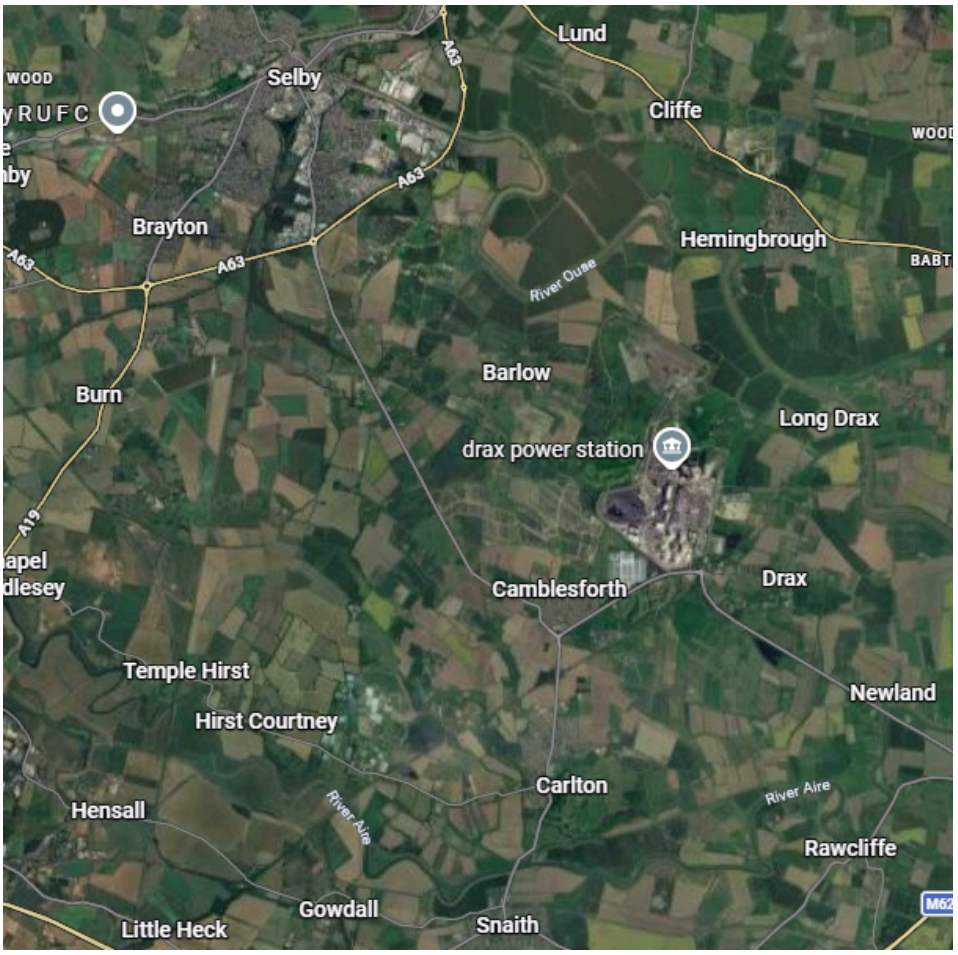
Date: September 2026

Review Date: September 2029

Boundaries

The boundaries of the locality are shown on the map below. This area includes the following frequently used venues:

- Camblesforth Village
- Barlow Nature Reserve
- Drax Power Station
- Selby Library
- Selby Leisure Centre
- Selby College
- Selby High School
- Brayton Academy
- Carlton Parish Church
- The Snaith School



We regularly utilize this extended locality for a range of educational activities. Visit leaders are authorized to conduct visits within this area by recording them on **EVOLVE** using the **Local Learning Area** option, provided they adhere to the operating procedures outlined below.

Potential Hazards & Risk Considerations

When operating in the extended locality, visit leaders must be mindful of the following potential hazards:

- **Traffic & Transport:** Road traffic and pedestrian crossings.
- **Public Interaction & Environment:** Encounters with members of the public, external groups, or domestic/wild animals.
- **Supervision & Safeguarding:** Risk of a pupil becoming separated from the group.
- **Terrain & Mobility:** Uneven surfaces presenting risks of slips, trips, and falls.
- **Weather & Elements:** Adverse or changing weather conditions.
- **Fieldwork Specifics:** Exposure to environmental hazards during outdoor learning (e.g., nettles, brambles, sharp debris, litter).

These control measures are managed through the following operational procedures:

Control Measures & Operational Requirements

- **Approvals & Staffing:**
    - **Head Teacher Approval:** Verbal approval from the Head Teacher is required prior to departure.
    - **Competency & Staffing:** Visits are restricted to staff designated as competent to supervise groups in this environment.
    - **Ratio:** A minimum ratio of two adults applies to all visits under standard conditions.
- **Communication & Record Keeping:**
    - **Office Notification:** Before leaving, staff must deposit a list of all participating pupils and staff, the proposed route, and the estimated time of return with the school office.
    - **Mobile Communication:** Staff must carry a charged mobile phone, and the number must be logged with the main office.
    - **Parental Information:** The Extended Learning Locality framework and operating procedures are introduced to all parents/carers during new intake induction.
- **Preparation & Risk Management:**
    - **Area Familiarization:** Staff must be familiar with the locality, including designated "no-go" areas, and trained in appropriate group management techniques.
    - **Pupil Preparation:** Pupils must be trained and experienced in standard group road-crossing procedures.

- **Remotely Supervised Work:** Any remotely supervised activities within the locality must be conducted in "buddy" pairs at a minimum.
- **Medical & PPE:** Staff must be aware of relevant pupil medical needs and ensure all required medications are carried. Appropriate PPE (e.g., gloves, eye protection) must be taken when required by specific activities.
- **Attire Check:** Pupil clothing and footwear must be inspected for weather appropriateness prior to departure.