



St Rose's Catholic Infants School

Local Learning Area Policy

St Rose's Catholic Infants School – September 2026

General

This policy is to outline and define the Local Learning Area and specific locations for Learning Offsite for children who attend St Rose's Catholic Infants School.

It includes 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.

Parents are asked to consent, via arbor (School Visit Permission', to Local Visits. Once consent via arbor has been obtained, they do not need to be notifiable. Local Visits will be run according to the set standard operating procedures.

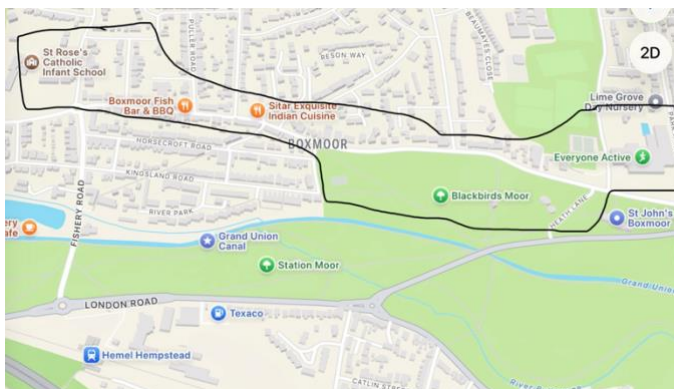
These visits/activities:

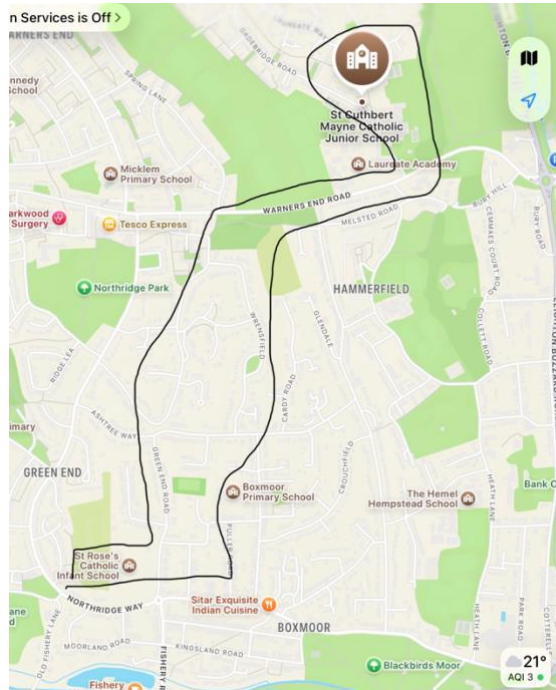
- must be recorded on EVOLVE via the 'Local Area Visit' module.
- do not require parental consent other than arbor consent. (*Visits not listed in this policy will require additional parental consent*).
- do not normally need additional risk assessments / notes (other than following the Operating Procedure below).

Boundaries

The boundaries of the Local Learning Area are shown on the attached map. This area includes, but is not limited to, the following frequently used venues: e.g.

- **St Mary and St Joseph Catholic Church**, 186 St John's Road, Boxmoor, Hemel Hempstead, HP11NR (Transport mode – Walking)
- **Everyone Active, Hemel Hempstead**, Park Road, Hemel Hempstead, HP11JS (Transport mode – Walking)
- **St Cuthbert Mayne Catholic Junior School**, Gadebridge Road, Hemel Hempstead, HP13EA (Transport mode – Walking)
- **John F Kennedy (JFK) Catholic School**, Hollybush Lane, Hemel Hempstead, HP12PH (Transport mode – JFK/ASCAT mini buses – driven by JFK Staff)





'No-go' areas within the Boundaries

- Currently none listed.

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 Executive Headteacher or Deputy Headteacher/EVC, must give verbal approval before a group leaves.
- 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 consent is required via arbor.

- Regular handwashing 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
- We will follow the adult:child ratio listed in our educational visits policy.
- Staff are familiar with the area, including any 'no-go' areas, and have practiced appropriate group management techniques.
- Adults will support the children with any road crossings needed.
- 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 and taken with them.
- Staff will record the activity on EVOLVE (Local Area Visit module)
- A mobile is taken with each group and the office have a note of the number.
- Individual pupil risk assessments will have been carried out if required.
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