



Inspiring Education for Life

Equal Opportunities

Pupils with Learning Difficulties and Disabilities, Special Educational and Medical Needs

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Administration for a Trip

Fundraising for Tours

Principles of Fund-Raising

: i bXfUg[] b'gWcc`gci X'VY'Wff]X'ci hlc'g ddcfhî WUf]UWY' drc'Ymij`

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Supervision Levels

Financing of Trips

Safety and Welfare

Behaviour on the Trip

Drinking Alcohol

Smoking

Pupils Sent Home

Minibus Trips

Pre-departure checks

Taking a Minibus Abroad

Publicity for Trips

Recording and Reviewing

h j h.Y fYgcbgM]mZ h.Y`YUK`g dYfj]gf`cZ YUW`hf]d`hc`fYdcfh UW]Yohj UbX`BYUf`
M]ga Yh]a Yg_bck b`Lj bYUf`a]gg`Fy]Mk g`cZYUW`hf]d`UbX`a cb]rcf]o[`cZ[ccX`

Critical Incident on a Trip or Excursion

**A COPY OF THIS PAGE SHOULD BE CARRIED BY ALL MEMBERS OF
STAFF ACCOMPANYING A TRIP OVERSEAS**