

Meánscoil na mBráithre Críostaí, Cill Chainnigh
Christian Brothers Secondary School, Kilkenny.

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DAY SCHOOL TRIP POLICY March 2022

School Name:	Christian Brothers Secondary School, Kilkenny
School Address:	James's Street, Kilkenny
School Details:	CBS Kilkenny is a Voluntary Roman Catholic Secondary School under the Trusteeship and the Patronage of the Edmund Rice Schools Trust. The School is grant aided by the Department of Education & Skills and is a single sex (boys) school.
School Management:	The Board of Management of CBS Kilkenny is a statutory Board appointed pursuant to the provisions of the Education Act 1998.

Mission Statement

Inspired by its founder, CBS Kilkenny aims to provide Catholic education in the Edmund Rice tradition. The school endeavours to be a caring Christian Community which promotes to the best of its ability the personal, spiritual, physical and intellectual development of its students.

Ethos

As an Edmund Rice School, CBS Kilkenny seeks to promote the five key elements of an Edmund Rice School as espoused by the ERST Charter:

- Nurturing faith, Christian spirituality and Gospel-based values
- Promoting partnership in the school community
- Excelling in teaching and learning
- Creating a caring school community
- Inspiring transformational leadership.

Rationale;

CBS Kilkenny is committed to incorporating school trips as part of the educational experience in the school. The curriculum content of some subjects require field studies/ trips / recreational activities which take place off school grounds, in addition to multiple day trips involving school sports teams. These activities serve to significantly enhance the academic curriculum as taught in school and to enrich the social and personal development of those students participating in them.

Day School Trip Policy:

1. Prior to discussion with students, Teachers/Trip Organisers should first consult with school management before organising a trip giving suitable notice where practicable.
2. Such trips may be deemed optional/compulsory as decided by the Teacher/Trip Organisers.
3. Such trips usually incur a cost to each student but every effort is made by the Teacher/Trip Organisers to ensure that all students are in a position to participate.
4. Teachers/Trip Organisers should obtain the consent of parents/guardians prior to the trip using Google Forms or written permission. It is the responsibility of parents/guardians to disclose pre-existing medical conditions to the Teacher/Trip Organiser prior to the trip. It is understood that students who play as part of a team representing CBS Kilkenny have on-going parental permission to travel to away matches.
5. Students must adhere to the Code of Behaviour and any additional rules that Trip Organisers/Teachers/school management deem necessary.
6. Before a student is accepted for a trip, his previous behaviour may be taken into account.
7. It is recommended, where practicable, that a teacher is accompanied on a school trip by another supervising adult who is appropriately Garda Vetted.
8. Should a student become ill or injured on a trip then parents/guardians will be informed as soon as practicable, and medical attention will be sought for the student if necessary. Parents/Guardians should note that injury or illness to a student may impact to some extent on the supervision of remaining students on any trip should it be necessary for a teacher to accompany a student seeking medical attention
9. Each sports management team is responsible for taking a properly equipped First Aid Kit to all games.

10. Students must all depart from and return to the advertised point of departure. If a parent/guardian wants to bring their child home from a school trip they must inform the teacher in charge of the group.
11. The health and safety of all who partake in a school trip is paramount. Every reasonable effort should be made by all to ensure the health and safety and enjoyment of everyone who partakes in such a trip. An Incident Report Form must be completed for all accidents/incidents that may occur on the excursion.
12. All Trip Organisers and accompanying adults must familiarise themselves with CBS Kilkenny Child Safeguarding Statement in line with the Children First Act 2015 and the Child Protection Procedures for Primary and Post-Primary Schools 2017.
13. As a courtesy to colleagues, full details including date, time and name of participating students must be made available to staff. The onus is on students to inform themselves as to what work was covered during their absence.

General Data Protection Regulations came into force in May 2018. This policy has been reviewed in accordance with best practice as detailed in this legislation.

While renewing this policy, due consideration has been given to all aspects of the Wellbeing of students at CBS Kilkenny and particularly to Wellbeing as per School Improvement Plan (May 2018).

Approval

This policy has been approved by CBS Kilkenny Board of Management.

Signed: _____
Chairperson, Board of Management

Date: _____