



# ST. BERNADETTE'S

## CATHOLIC PRIMARY VOLUNTARY ACADEMY

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OUR LADY OF LOURDES CATHOLIC MULTI-ACADEMY TRUST

### Local Area Visits Policy

Striving for excellence in all that we do, reflecting the Light of Christ to the world



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OUR LADY OF LOURDES CATHOLIC MULTI-ACADEMY TRUST

## Local Area Visits Policy

This policy operates in accordance with the teachings of the Catholic Church<sup>1</sup>  
and our Academy Mission Statement<sup>2</sup>.

Approved by: the Local Governing Body, Pentecost Term 2025.

Next Review: Pentecost Term 2027.

<sup>1</sup> The teachings of the Catholic Church are detailed in the Catechism of the Catholic Church published by the Catholic Truth Society, London, an Official Publisher to The Holy See.

<sup>2</sup> The Academy Mission Statement is located on page 4 of this policy and on our website.

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# ST. BERNADETTE'S

## CATHOLIC PRIMARY VOLUNTARY ACADEMY

### MISSION STATEMENT

**Jesus said: "I AM the Light of the World."**

By the Light of Jesus Christ, God reveals to each of us who He is.  
God is Love, and His Love is revealed in Truth, Goodness, and Beauty.  
God's Love is revealed in His Creation, in our beautiful world, in His Holy Catholic Church, in our families, in our friends, and in every human person, and we welcome all in the Holy Name of Jesus.  
At St. Bernadette's, we believe that every child is a precious gift from God to each of our families, created in His own image and likeness so as to radiate His Love, Truth, Goodness, and Beauty.  
We believe that every child has been blessed by God's Grace to know Him and love Him, and to know of God's infinitely deep and abiding Love for each of His children.  
Upon entering our academy, children are welcomed into a loving, caring, safe, and nurturing environment, beginning a journey with us through which they will grow and mature, blossom and flourish.  
We help our families to form their children by providing a well-rounded education, full of challenge and rigour; fun and creativity; excitement and wonder.

**'Striving for excellence in all that we do, reflecting the Light of Christ to the world'**

Our academy motto expresses our firm and enduring commitment to endeavour for excellence.  
We believe that every child has been created by God to strive for excellence in all aspects of life, and when united in friendship with Jesus, they are empowered to reflect the Light of Christ to the world.

**Jesus said: "I AM the Way, the Truth, and the Life."  
"I have come so that they may have life, and have it to the full."**

**JESUS IS 'THE WAY'** so let us walk in His footsteps of Love and Friendship, and follow His example of Goodness.

**JESUS IS 'THE TRUTH'** so let us listen to what He says, believe His teachings, and profess His Gospel.

**JESUS IS 'THE LIFE'** so let us live by His commandments to love God, and love our neighbour.

When we do these things, Jesus will help us to lead the life He wants us to have, 'and have it to the full'.  
Just as Jesus said that He is 'the Cornerstone' on which we should build our whole lives, in the same way, our Cornerstone Values, centred on Christ, provide the firm foundation for all that we do in our academy.

#### OUR CORNERSTONE VALUES

- LOVE** To love God with all our heart, soul, and mind; and to love our neighbour as Jesus loves us.
- VIRTUE AND GOODNESS** To grow in virtue, becoming more like Jesus in what we think, say, and do. To be well-behaved and well-mannered; courteous and polite; considerate and helpful; kind and forgiving.
- PRAYER AND SERVICE** To be friends with Jesus through prayer and devotion, liturgy, and worship of God. To live the Gospel in service of others – our family, academy, parish, the wider community, and in charitable outreach to those less fortunate than ourselves; the poor, the disadvantaged, and the suffering.
- RADIANCE** To enkindle our God-given gifts and talents, so that we may shine like bright stars for all to see.
- JOY** To aspire to be happy, cheerful, and healthy; confident yet humble; compassionate and heroic.
- WONDER** To be inspired by a spirit of enquiry and wonder, taking delight in creativity and discovery.
- EXCELLENCE** To strive for excellence, and have high aspirations to work hard and achieve our very best.

We believe that every child is unique and special, created by God for a special reason, with a unique mission – a vocation which God is calling them towards – and we believe that God has blessed each child with the character, gifts, and talents to help them succeed and be happy in their mission.

At St. Bernadette's, it is our honour and our passion to help, support, and encourage each child to fulfil their God-given potential, and ready them to contribute positively to society in service of others.

Walking in footsteps of love with Jesus, following the example of Our Lady of Lourdes and Saint Bernadette, may each child come to know of their special place in God's Heart, and when 'Heart speaks unto heart', may each child have the trust and confidence to pray the words of this prayer by Saint John Henry Newman:

**'God has created me to do Him some definite service.  
He has committed some work to me which He has not committed to another.  
I have my mission.'**



## **Educational Visits Coordinator (EVC)**

Miss E. Sutton

Our Lady of Lourdes Catholic Multi-Academy Trust and St. Bernadette's Catholic Primary Voluntary Academy are committed to providing and maintaining a safe and healthy learning environment for children, and we strive to ensure this extends beyond the school facilities and grounds when children are engaged in visits and trips, including those in the local area.

# **1 General**

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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.

These visits/activities:

- ❖ Must be recorded on EVOLVE via the 'Local Area Visit' module;
- ❖ Do not require parental consent, however, there will be trips where the school informs parents in advance, e.g., via the Arbor App or by a slip sent home; for example, to ensure appropriate clothing for a trip dependent on the weather on that day;
- ❖ Do not normally need additional risk assessments/notes (other than following the Operating Procedure below).

# **2 Boundaries**

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The boundaries of the Local Learning Area are shown on the attached map (Appendix A). This area includes, but is not limited to, the following venues:

- A. St. Bernadette's Catholic Church;
- B. St. Bede's Catholic Voluntary Academy;
- C. Ashby High Street;
- D. Sycamore Lodge Care Home;
- E. Edmund House Care Home.

# 3 Operating Procedure for Local Learning Area

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## Significant issues/hazards

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The following are potentially significant issues/hazards within our Local Learning Area:

- A. Road traffic;
- B. Members of the public;
- C. Animals;
- D. Losing a pupil;
- E. Uneven surfaces and slips, trips, and falls;
- F. Weather conditions;
- G. Activity specific issues when doing fieldwork (nettles, brambles, rubbish, etc.).

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## Managing risk

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Risks are managed by a combination of the following:

- A. The Headteacher, one of the Assistant Headteachers, or the EVC must give verbal approval for each trip before a group leaves;
- B. Staff will record the visit/activity on EVOLVE (Local Area Visit module);
- C. Only staff judged competent to supervise groups in this environment are approved. A current list of approved staff is maintained by the EVC and Academy Office;
- D. The concept and Operating Procedure of the 'Local Learning Area' is explained to all new parents when their child joins the school, and this policy is available for all parents on the school website;
- E. There will normally be a minimum of two adults on any trip. Decisions will be based on the area being visited, as well as the number of pupils and their age/maturity;
- F. Staff are familiar with the area, including any 'no-go' areas, and are conversant with appropriate group management techniques;
- G. Dependent on age, pupils will be supported to become increasingly proficient with standard techniques for road crossings in a group;
- H. Where appropriate, pupils are fully briefed on what to do if they become separated from the group: return to school; wait where they are; go to a pre-specified place and ask for help, etc.;
- I. Pupils' clothing and footwear will be checked for appropriateness prior to leaving school;
- J. Staff will consult any relevant pupil medical records and ensure that any required medication is available;

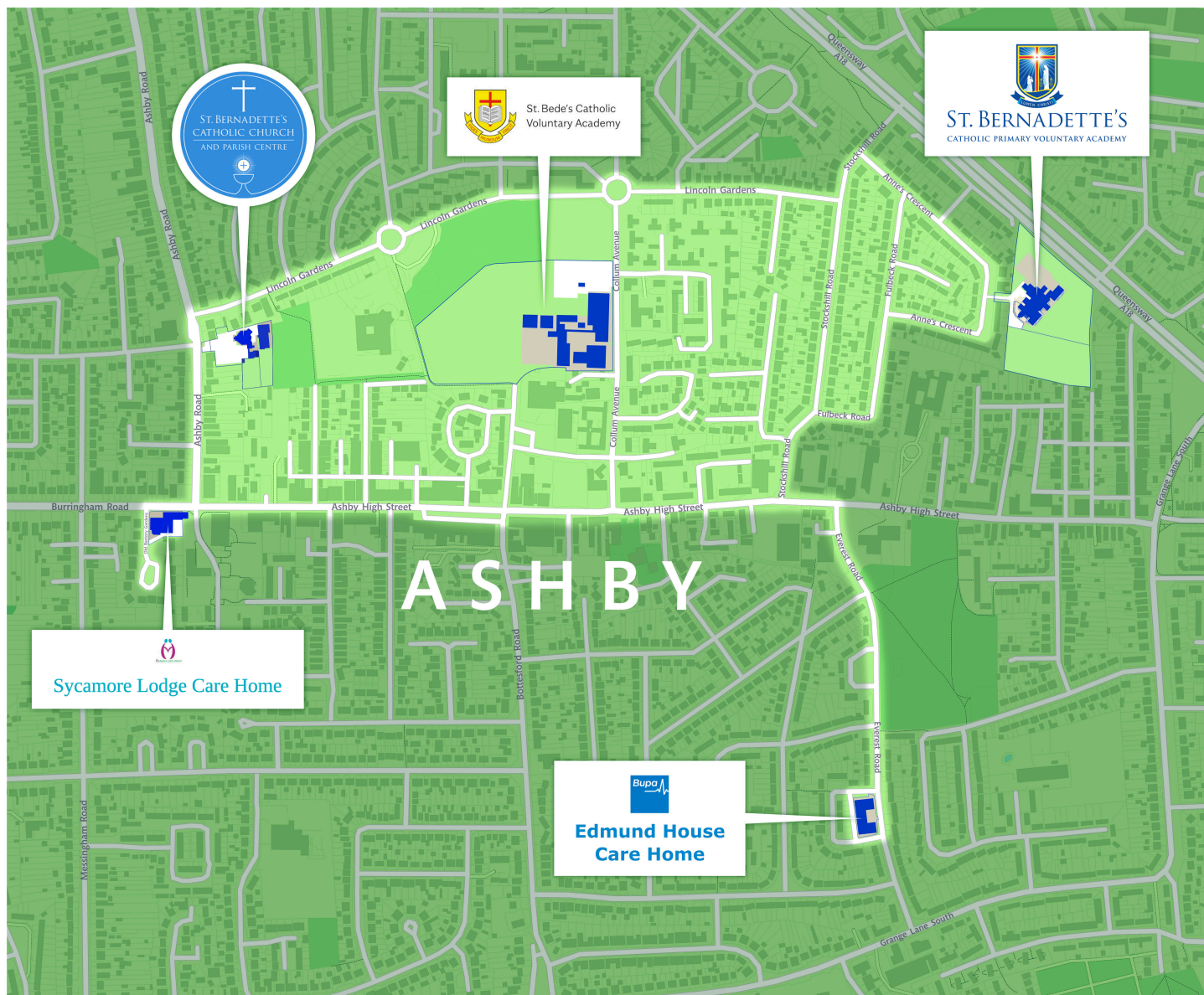
- K. A mobile phone will be taken with each group and the School Office will log the number;
- L. Appropriate personal protective equipment will be taken when needed (e.g., gloves, facemasks, bag for waste, tissues etc.);
- M. Any localised issues at the time of the trip will be taken into account and planned for effectively. A separate risk assessment will be produced if appropriate and shared with all adults supervising the trip.



## 4 Appendix A

# Map of the Local Learning Area

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And He called to him the Twelve,  
and began to send them out two by two,  
and gave them authority over the unclean spirits.  
He charged them to take nothing for their journey except a staff;  
no bread, no bag, no money in their belts;  
but to wear sandals and not put on two coats.  
And He said to them,  
"Where you enter a house, stay there until you leave the place.  
And if any place will not receive you and they refuse to hear you,  
when you leave, shake off the dust that is on your feet  
for a testimony against them."  
So they went out and preached that men should repent.  
And they cast out many demons,  
and anointed with oil many that were sick and healed them.

The Holy Gospel of Jesus Christ according to Saint Mark, Chapter 6, Verses 7-13

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**ST. BERNADETTE'S CATHOLIC PRIMARY VOLUNTARY ACADEMY**

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Diocese of Nottingham