

Voyager Risk Assessment Statement

School trips have clear benefits for pupils, and large numbers of successful visits and outdoor learning activities take place each year. Misunderstandings about the application of health and safety law may, in some cases, discourage schools and teachers from organising such trips; however Voyager School Travel aims to make things clearer for all teachers.

Our Safety Management System (SMS for short) outlines how we ensure all our suppliers, whether they are an agent, hotel, coach companies or excursions are audited for fire, other safety standards, insurance, qualifications and hygiene, in accordance with the STF Codes of Practice and industry best practice.

However, it is important to distinguish between an audit and a risk assessment.

Voyager will audit each hotel, coach company or excursion to assess any risk and determine whether or not we should use them. We do not know your students, their needs and requirements and so you may still need to carry out a risk assessment that is specific to your group. This is the responsibility of the teacher running the trip who knows each individual student and how they will react whilst on the tour and in a given circumstance.

If a teacher feels they need to do an onsite inspection visit to better assess any risk, Voyager will help organise and pay for this. To this end, Voyager provides a minimum of 2 nights' accommodation free of charge for party leaders to visit their chosen destination for the purposes of further risk assessment.

We offer a generic risk assessment in the form of an SMS and a Generic City Risk Assessment. We do not undertake specific risk assessments for tourist attractions such as Trafalgar Square, Eiffel Tower, Empire State Building, and Tiananmen Square. In such situations, the Party Leader is responsible for assessing the 'general' risk to ensure the group are safe at all times. Such as:
Exiting a coach safely, staying in groups of at least 3 people, not leaving the immediate vicinity.

Moreover, we take our lead from the Foreign Office and whether or not they say if it's safe to travel. If in the unlikely event there was a national emergency during such a visit, then the group and Voyager would follow the advice of the local authorities & the Foreign Office.

For adventurous activities we ensure they have the requisite Public Liability Insurance and licenses, PLUS all instructors have the relevant qualifications and all activities have proper, written risk assessments. These are on-site audits performed by AdventureMark who is a non-statutory safety scheme devised by the Adventure Activity Industry Advisory Committee (AAIAC) for providers of adventurous activities that fall outside the scope of the Adventure Activity Licensing regulations

Useful websites:

<http://www.lotc.org.uk/>

<http://www.schooltravelforum.com/>

<https://www.gov.uk/foreign-travel-advice>

<http://www.oeap.info/>

<http://www.hse.gov.uk/services/education/school-trips.pdf>

<http://www.adventuremark.co.uk/>

<http://www.voyagerschooltravel.com/safety/>