



Polasaí Turais

This policy covers the following:

1. Outings
2. Activities
3. Workshops

General Principles

- All Coláiste rules and policies apply on all outings.
- The health and safety of students and staff is of paramount concern. The Bainisteoir(i) Feidhme / Stiúrthóir reserves the right to disallow an outing or disallow a student from participation where, in their opinion, the health and safety of the student or other students or staff is at risk.
- The behaviour record of a student will be considered in deciding whether to allow a student to participate.

Code of Behaviour

- Students and parents/guardians should familiarise themselves with the Coláiste's Code of Behaviour.
- Any student who has not agreed to the Code of Behaviour will not be permitted to participate.
- A student who has been selected for an outing may be withdrawn from said outing should they breach the Code of Behaviour prior to departure. This determination will be made by the Bainisteoir(i) Feidhme.
- In all other cases of breaches of the Code of Behaviour on a trip, the incident will be addressed upon return to the Coláiste in line with the Coláiste's disciplinary procedures.
- Students are expected to conduct themselves appropriately in public, private and transport facilities.
- The number of staff which accompanies a group on an outing will be influenced by a number of factors including: -
 - the number of students travelling.
 - the age and composition of the group.
 - the location of the outing.
 - additional supervision which may be provided at the destination.
 - if the group will be dividing into smaller groups, each requiring supervision
 - the type of transport used.
- On a private coach there will be at least one member of staff in addition to the driver.



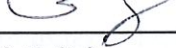
- A report must be completed, after every outing, on appropriate forms and related to the Riarthóir should anything of such nature occur in the course of the outing.
- First Aid Bags inc. Epi-pens, inhalers etc and any medication deemed necessary will be brought on all outings.

Expected Conduct by Students on Buses

1. **Seatbelts must be worn at ALL times.** Remain quietly in your seat. Students must remain facing forward and seated at **ALL** times. Students may interact with each other within reason.
2. Be respectful of the bus, property and the property of others.
3. Follow the Cinnire / Bus Driver's directions promptly, the first time they are given.
4. No eating or drinking (other than water) without prior approval.
5. All personal belongings must be removed from the bus on return to the Coláiste.

Síithe: 
(Cathaoirleach)

Dáta: 27/05/23

Síithe: 
(Stiúrthóir)

Dáta: 27/5/23