**Milverton Primary School**

**Short Common Walking Journeys Completed During the School Week**

Milverton Primary School makes a number of local area walks frequently, some every week.

This document highlights the considerations and staffing ratio’s agreed for such journey’s in order to keep children safe.

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| Destination | Activity | Risk Assessment to follow | Considerations | Minimum Staffing |
| School Field  | PE / Sports KS2 | All Trips | Greatheed Road Entrance, Northumberland Road | 1 : 15 |
| School Field  | PE / Sports KS1 | All Trips | Greatheed Road Entrance, Northumberland Road | 1 : 10 (2 min) |
| School Field  | PE / Sports EYFS | All Trips | Greatheed Road Entrance, Northumberland Road | 1 : 10 (2 min) |
| School Field | Forest Schools KS1 | All Trips, Forest Schools | Greatheed Road Entrance, Northumberland Road | 1 : 10 (2 min) |
| School Field | Forest Schools EYFS | All Trips, Forest Schools | Greatheed Road Entrance, Northumberland Road | 1 : 10 (2 min) |
| St Marks Church | Service / Activities KS2 | All Trips | Gaveston Road, Union Road | 1 : 15 |
| St Marks Church | Service / Activities KS1 / EYFS | All Trips | Gaveston Road, Union Road | 1 : 10 (2 min) |
| Tennis Club | Tennis / Squash KS2 | All Trips | Gaveston Road, Union Road, St Marks Road, Cliffe Road, Guys Cliffe Road | 1 : 15 |
| Beverley Road | Cross Country Yr 5/6 | All Trips, Running Club | Greatheed Road Entrance, Northumberland Road, Beverely Road | 1 : 10 (2 min) |
| Newbold Comyn | Swimming | All Trips | Travelling  | 1 : 15 |
| Arden House | Arden house project | All Trips | Crossing at Lights on rugby road | 1 : 10 (2 min) |
| **Making a short common Journey with 1 child can be with 1 member of staff unless child has specific risk assessment that states otherwise** |

**Common Advice:**

**KS1 / EYFS**

* Children on path away from road edge
* one staff at the front, one at the back.
* Line up together with partners before crossing.
* One staff member to hold traffic, one to lead group across to safe place.

**KS2**

* Walk in two’s, keep line straight, no bunching together
* If staff on own for crossing, nominate sensible line leader with children, staff member in road for traffic stop signal

**Common Crossings:**

**Greatheed Road Entrance**

* member of staff stands on rugby road side, ensuring children cross behind you away from main road

**Northumberland Road**

* crossing is completed further up Northumberland road, not at roundabout crossing giving roundabout traffic more time to stop for group.

**Beverley Road**

* One staff member in road to assist with crossing, make runners wait in car is approaching. One Staff member always at the rear to ensure all runner are in front of them.

**Gaveston Road**

* crossing to be arranged half way down Gaveston Road, away from Greatheed turn and Rugby road, giving traffic more time to stop for group

**Union Road**

* member of staff stands on rugby road side, ensuring children cross behind you away from main road

**St Marks Road**

* member of staff stands on rugby road side, ensuring children cross behind you away from main roadcrossing, to be arranged further down away from Rugby road, giving traffic more time to stop for group

**Cliffe Road**

* member of staff stands on rugby road side, ensuring children cross behind you away from main roadcrossing, to be arranged further down away from Rugby road, giving traffic more time to stop for group

**Guys Cliffe Avenue**

* member of staff stands on rugby road side, ensuring children cross behind you away from main roadcrossing, to be arranged further down away from Rugby road, giving traffic more time to stop for group

**Rugby Road – Lights crossing**

* Use button to operate crossing lights, only move across when the green man shows, member of staff stands in road watching on coming cars who should be stopped at lights, move in a group that is able to stand in the middle reservation. Operate crossing lights, follow same pattern on opposite side road crossing.