



National  
Guidance  
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## Coronavirus

This document provides guidance for planning and managing outdoor learning, off-site visits and learning outside the classroom during the Coronavirus (COVID-19) pandemic. It must be read within the context of current government guidance, which is likely to change as the situation develops.

You must also follow any guidance issued by your employer.

### Government Guidance

It is essential that current government guidance is followed. It should therefore be monitored for any changes.

The latest government advice and information about Coronavirus is available at: [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus) (England) and <https://gov.wales/coronavirus> (Wales).

### Guidance for Education and Childcare Settings

#### Guidance applying in England

The Department for Education (DfE) has issued a range of guidance for teachers, school leaders, carers, parents and students at: [www.gov.uk/coronavirus/education-and-childcare](http://www.gov.uk/coronavirus/education-and-childcare)

This includes guidance for the autumn term of 2020 for schools, at: [www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools](http://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools)

and for Further Education providers including sixth-form colleges, at: <https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-further-education-provision/what-fe-colleges-and-providers-will-need-to-do-from-the-start-of-the-2020-autumn-term>

These state that non-overnight domestic educational visits can resume, with thorough risk management. However, overnight and overseas visits with children under 18 are currently not allowed.

DfE has also issued specific travel advice for educational settings: [www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings](http://www.gov.uk/government/publications/coronavirus-covid-19-travel-advice-for-educational-settings)

### Guidance applying in Wales

The Welsh Government has issued a range of guidance for teachers, school leaders, carers, parents and students at:

<https://gov.wales/education-coronavirus>

This includes guidance for the opening of schools in September 2020, at:

<https://gov.wales/back-school-plans-september-coronavirus>

and operational guidance for schools and settings at:

<https://gov.wales/operational-guidance-schools-and-settings-autumn-term-covid-19>

This states that non-overnight domestic educational visits can resume, with thorough risk management. However, overnight and overseas visits with children under 18 are currently not allowed.

Guidance for post-16 settings from September 2020 is at:

<https://gov.wales/guidance-safe-operation-post-16-learning-september-2020>

The Welsh Government has also issued specific travel advice for educational settings, at:

<https://gov.wales/coronavirus-travel-guidance-education-settings-and-students>

### **Guidance for Out-of-School Settings and Youth Work**

#### Guidance applying in England

DfE has issued guidance on protective measures for providers of community activities, holiday or after-school clubs and other out-of-school settings, at:

[www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak](http://www.gov.uk/government/publications/protective-measures-for-holiday-or-after-school-clubs-and-other-out-of-school-settings-for-children-during-the-coronavirus-covid-19-outbreak)

This includes a section on educational visits, which currently states that providers can offer non-overnight domestic educational visits, but should not offer overnight or residential provision for children.

#### Guidance applying in Wales

The Welsh Government has issued guidance for youth work services at:

<https://gov.wales/youth-work-services-guidance-coronavirus>

### Other Guidance

The National Youth Agency has issued guidance for managing youth sector activities and spaces during COVID-19, at <https://nya.org.uk/guidance/>. This includes guidance on outdoor learning including camping and other residential experiences, and travel.

The Scottish Government has published an advisory note about visits which include an overnight stay. Although this does not officially apply in England or Wales, it includes some potentially useful information for forward planning:

[www.gov.scot/publications/coronavirus-covid-19-advisory-sub-group-on-education-and-childrens-issues---advisory-note-on-school-trips-which-include-an-overnight-stay](http://www.gov.scot/publications/coronavirus-covid-19-advisory-sub-group-on-education-and-childrens-issues---advisory-note-on-school-trips-which-include-an-overnight-stay)

## Outdoor Learning and Off-Site Visits during the Pandemic

Learning outdoors has many educational and health benefits. During the pandemic, it also provides opportunities for 'social distancing' and fresh air, and so establishments should consider how they can maximise the amount of time that children and young people spend outdoors.

In addition to using their own playgrounds and gardens, many schools routinely use outdoor areas adjacent to and nearby the school for educational activities, sometimes designated as a 'Local Learning Area'. It should be possible to continue to use many of these venues within current limitations. It might also be possible to negotiate temporary exclusive use of an outdoor area close to an establishment, with the landowner.

Establishments should use their judgement, informed by government guidance about protective measures and safe working during the pandemic, to decide what is appropriate in their particular circumstances. In making this decision, it is helpful to consider the 'SAGE' variables (Staff, Activity, Group, Environment) - see document [1b "Foundations"](#).

There are many ideas and resources for activities available, for example:

- The following OEAP documents available in National Guidance:  
[7.3b "Get Outside – Supporting Teachers to Take Learning Outside the Classroom"](#)  
[7.3c "Learning Outside the Classroom – Activity Cards"](#)  
[7.3d "Taking Learning Outside the Classroom – Adapting Activities"](#)
- Council for Learning Outside the Classroom  
[www.lotc.org.uk/resources/education-resources](http://www.lotc.org.uk/resources/education-resources)
- Wales Council for Outdoor Learning  
[www.walescouncilforoutdoorlearning.org/activity-ideas](http://www.walescouncilforoutdoorlearning.org/activity-ideas)
- Learning Through Landscapes  
[www.ltl.org.uk/free-resources](http://www.ltl.org.uk/free-resources)
- National Trust  
[www.nationaltrust.org.uk/features/50-things-to-do-before-youre-11--activity-list](http://www.nationaltrust.org.uk/features/50-things-to-do-before-youre-11--activity-list)

## Planning and Managing Activities during the Pandemic

The following guidance for planning and managing activities is specific to operating during the COVID-19 pandemic. You should also be familiar with other National Guidance documents relevant to your role, as the normal principles of good practice still apply.

You should review your standard operating procedures to ensure that they include the measures that you need to take to reduce the risks from COVID-19.

It is particularly important to follow government guidance about 'social distancing', group sizes, personal protective equipment and hygiene, whether indoors or outdoors, on-site or off-site.

You should consider avoiding activities which have a high likelihood of minor injuries, so as to reduce the need for first aid, close contact with participants, or visits to hospital.

If the planned activity is in an area open to the public, you should consider carefully how you will ensure that your group is isolated from the public.

The same attention should be given to hygiene when outdoors as when indoors. For example:

- Regularly washing/sanitising hands including when going outside, before and after touching shared objects such as activity equipment, before eating, after using the toilet, when getting on or off transport such as a minibus, when returning inside;
- Avoiding touching objects shared by the public – for example, a member of staff could hold a gate open to avoid everyone touching it;
- Avoiding activities which involve touching each other (e.g. holding hands);
- Sanitising equipment before it is used.

Consider carrying, or having easily available, antiseptic hand gel, antiseptic wipes, tissues, bags for waste, gloves and face masks and possibly disposable aprons and eye protection, in case staff need to administer first aid or give direct support or personal care to a participant.

Be aware that antiseptic hand gel usually contains a high proportion of alcohol, and could therefore be a temptation for abuse by some young people. It should be used under close staff supervision.

During some activities, it may be possible to designate or mark out 'zones' within which individual participants work, to avoid contact between them.

It is important to keep parents informed about your plans and the precautions you are taking, both indoors and outdoors, as they will naturally be concerned.

## Visits

When planning a visit, you should take the current government guidance into account as part of your process of risk assessment, and then check it regularly in the days and weeks leading up to the visit, and during a residential visit, and make any changes necessary to your plans.

Parents and participants may naturally be concerned, so you should discuss their concerns with them and keep them informed about the situation and how you plan to mitigate any risks.

Because of COVID-19, there may be a higher than normal risk of leaders being unable to go on a visit, and so you may need to take this into account when planning the staffing of visits.

If you are planning a visit which involves another group (perhaps a group overseas), such as an exchange visit, or if you are planning to host or work with another group (perhaps an overseas group visiting the UK), you should keep in contact with them and be aware that they might need to change or cancel the arrangement.

If you plan to visit a venue such as a museum or gallery, or to attend a public event such as a concert or sporting fixture, or to stay in accommodation such as a hostel or hotel, or if you are using a tour operator or activity provider, discuss the

potential effects of COVID-19 with them at the time of booking, and keep in touch with them during the run-up to the visit.

You should check that any provider you intend to use has assessed the risk of coronavirus and implemented control measures to prevent infection. Some providers may not have had the benefit of the advice and support available to education establishments, and so may not be fully aware of the measures that are expected. You should consider making a preliminary visit to check the measures in place and to discuss any issues with the provider. See document [4.4g "Selecting External Providers and Facilities"](#).

## Travel

In normal times, using public transport for a visit has many educational, environmental and social benefits. However, the government currently advises that public transport should be avoided if possible.

Where walking or cycling is not possible, dedicated transport (such as a minibus or coach) should therefore be used. The principles and procedures for using dedicated transport should align as far as possible with those used in the school or other setting. You should consider:

- how participants are grouped together on transport - where possible this should reflect the groupings (e.g. 'bubbles') used in the school or other setting;
- the use of hand sanitiser when getting on and off transport;
- additional cleaning of vehicles;
- ensuring that boarding and disembarkation are organised;
- distancing on transport where possible;
- the use of face coverings.

## Managing the Financial Risks

If you make any bookings or financial commitments, you should clarify how the terms and conditions will apply if you, or the provider, have to cancel, or are prevented from going ahead because of COVID-19 or its effects – for example, due to government guidance or a 'lockdown'. You should also ensure that parents are clear about any financial consequences of cancellation. See document [3.2i "Contracts and Waivers"](#).

If the visit involves any significant financial commitments, such as travel or accommodation, you should discuss the potential effects of COVID-19 with your travel insurance provider. For example, will the insurance cover the cost of cancellation, curtailment or delay due to changes in government guidance or virus control measures (such as members of the group being isolated at home or in a hotel and prevented from travelling, or due to a 'lockdown')? See document [4.4c "Insurance"](#).

The Association of British Insurers has published advice on the travel insurance implications of COVID-19, mainly focused on overseas travel, at: [www.abi.org.uk/products-and-issues/topics-and-issues/coronavirus-hub](http://www.abi.org.uk/products-and-issues/topics-and-issues/coronavirus-hub)

## Overseas Visits

See also document [7r "Overseas Visits"](#).

Current government guidance for educational settings in both England and Wales advises against all overseas visits for children under 18. You should monitor the government's foreign travel advice for any country you plan to travel to or through: [www.gov.uk/foreign-travel-advice](http://www.gov.uk/foreign-travel-advice)

Liaise closely with your travel provider about the situation in the country that you are planning to visit and consider the alternatives and options should that visit no longer be able to proceed.

Specific advice for people travelling overseas during the pandemic, and the rules for entering the UK, is at: [www.gov.uk/guidance/travel-advice-novel-coronavirus](http://www.gov.uk/guidance/travel-advice-novel-coronavirus)

The advice given above about cancellation terms and conditions, and insurance, is particularly important for overseas visits.

The Association of British Travel Agents (ABTA) has published guidance about travelling overseas at: [www.abta.com/news/coronavirus-outbreak](http://www.abta.com/news/coronavirus-outbreak)

