

## Buckden House

### Programme Planning and Adventurous Activities

The programme that your party will be following at Buckden House OEC is arranged in partnership with yourselves, but is managed directly by the Centre during your stay. We can arrange a programme with a variety of curricular and / or outdoor activities to meet your aims and objectives, taking into account any special requirements including any additional educational needs and disability. We must be made aware of these additional needs, ideally at the planning stage, to ensure adequate provision is in place. The programme will normally be staffed by a mixture of suitably competent school staff operating under the direction of the Centre, and Buckden House instructors. Instructional input is usually provided on a 1 : 30 ratio at no extra charge. If you would like a more adventurous programme of activities requiring greater instructional involvement this can often be arranged, although there will be an additional charge per instructor-day.

*Note that all programmes need to be arranged well in advance.*

**All activity beyond the immediate remit of the village will need to be staffed by Centre instructors.** Please note that this is a change to previous operations at the Centre. Group sizes are also strictly controlled, a maximum is normally 10 pupils and 1 school staff for basic, introductory sessions, and will be lower if a more advanced level of activity is required.

Adventurous activities include caving, high level or remote hill walking, rock climbing, high ropes, gill scrambling etc. Caving, gill scrambling, and some rock climbing require the use of minibus transport. The Centre currently has two minibuses and this needs to be born in mind at the planning stage. Capacity is limited to 10 pupils and 3 staff including the driver. Pupils are not normally carried on the front seat. Driving is restricted to Centre staff.

**The Valley Heads Walk, low level valley walks, Deer Park Walk and local curricular studies** (usually taking place in enclosed land below 400m) will be led by centre staff, unless visiting staff meet out accreditation scheme.

Most of our programmes involve activities or studies that take place in the outdoor environment. Natural and manmade hazards do exist and although we operate a robust safety management system the risk of injury (including serious or fatal) cannot be totally eliminated. Our aim is to reduce the risk to an acceptable level. Venues are carefully chosen and activities pitched at a level commensurate to the age, ability and needs of all members of the group, taking into account the aims of the session and the prevailing and forecasted weather and water / ground conditions. Instructional staff are all experienced professionals, currently competent and qualified to appropriate National Governing Body standards. The Centre is regularly inspected by the Adventure Activities Licensing Authority (AALA Reg no. R0440) and holds a licence for all cave and mountain related activities undertaken. Formal risk assessments are fully integrated into our operational procedures and are regularly reviewed. Whilst the Centre holds public liability insurance we do not provide personal accident or cancellation insurance and organisers may wish to consider arranging their own cover.

Organisers and parents need to have full knowledge of the planned programme of activities and be prepared to accept the risks involved.

Further advice and assistance in programme planning can be sought from Buckden House at any time. It is strongly recommended that you make a preliminary visit to the Centre, especially if you have not been before, if you have not visited us recently, or your normal programming requirements have changed.

Tom Allan  
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