

St John's CE VC Primary School

Externally Provided Educational Activities Policy

Introduction

This policy governs requests on behalf of pupils for permission to undertake externally provided educational activities on or off-site during school time. It should be read in conjunction with the school's Attendance Policy.

At St John's we make every lesson count and therefore normally expect all pupils to attend school every day. However, we recognise that there are occasions when other educational activities may address a child's individual needs and/or provide a valuable enhancement to the learning that takes place in school. By achieving a reasonable balance between learning in school and certain externally provided activities, we aim to ensure that every child is able to achieve his or her potential.

Guidelines

Permission to take part in externally provided educational activities is at the school's discretion and will depend on the circumstances of the particular case. However, there are certain activities for which permission normally will, or will not, be given.

Permission to undertake externally provided activities during school hours will normally be granted for:

- specialist support or tuition for children with special educational needs (e.g. dyslexia), or in respect of whom there is clear evidence of underachievement from the class teacher or an outside agency
- peripatetic music lessons arranged by the school
- participation in performances (stage, television or radio) where a licence has been granted by the local authority.

Permission will **not** normally be granted for:

- private tutoring where there is no special educational need
- exchange visits abroad.

Relevant factors

Requests for permission to take part in other externally provided educational activities (e.g. foreign language tuition at a quality assured educational establishment, such as L'Ecole française de Bristol) will be considered on a case-by-case basis.

Relevant considerations will include:

- the proposed timing, frequency and duration of the externally provided activity
- the likely impact on the child's learning and wellbeing, taking into account his or her age, attendance record, attainment, progress, proximity to SATs and ability to catch up with the work missed
- the additional workload for the class teacher in ensuring that the child does not fall behind.
- where permission to take part in an externally provided activity is granted, work missed at school will have to be made up at home as directed by the class teacher. The arrangement will be reviewed on a termly basis to evaluate the impact on the child's learning.

Procedure for requests

Any request for permission to undertake an externally provided educational activity must be made in good time and normally at least a term in advance, setting out details of the proposal and the reasons for the request. It should be made in writing to the Headteacher, who may refer his decision to the Governors for approval.