

## Visits into School

This leaflet contains information to help you get the best out of our visit to your school. We aim to provide you with an exciting and informative experience, bringing to life how clean water arrives at your home and showcasing science, technology, engineering and maths in the workplace.

### Education Centre Advisers

You will be visited by one of our team of Education Advisers, they all have either a water industry or educational background. Our Education Advisers are well-prepared to adapt language and activities to suit all audiences – whether it be primary, secondary, university students or special interest groups. Each member of the team has received an enhanced certificate from the Disclosure and Barring Service.

### Education Outreach Visits

Our outreach sessions are suitable for all ages from 7 years upwards.

We aim to work with as many students as possible during our visits, through either assemblies, talks or workshops.

The sessions cover a range of topics, and the exact content will be discussed with you prior to the event taking place.

If you are hosting our Education Advisers for the full day, we'd be grateful if you could ensure there is space available for them to eat lunch, and they receive a short break between sessions.

Our Education Advisers will arrange to call you following your booking to discuss the content of your sessions and how they will be structured.

We will also send you a form to complete so we can learn more about your students, your learning objectives and how you will measure success. This will enable us to deliver workshops that will meet your requirements in full.

### Safety

We take health & safety seriously and have provided our risk assessment for you to be aware of.

Please ensure a teacher is present at all times during the workshop.

If at any time, our Education Adviser believes the visit to be unsafe, for instance due to behaviour, the session will be stopped until it is safe to continue.

### Pre-Visit Work for Educational Outreach Visits

Teachers may wish to arrange pre-visit work for their students during class time, however a basic understanding of the water cycle is our minimum requirement. Downloadable resources are available on the Yorkshire Water website or you can order a class resource pack. **When you make your booking, we will email you a link to our booking portal. Please complete the pre-visit form so we can correctly prepare for your session.**

The work covered in our visit has been structured to address the following key requirements of the National Curriculum Scheme of Work.

**GEOGRAPHY** Rivers  
Water Cycle

**SCIENCE** State of Matter  
Properties & Changes in Materials

We have designed the visit to provide many opportunities for stimulating extension work across the curriculum, including Literacy and Numeracy.

<b>RISK ASSESSMENT FOR:</b>	<b>ASSESSMENT UNDERTAKEN</b>
Outreach visits into schools	October 2021

<b>HAZARDS</b>	<b>THOSE AT RISK</b>	<b>EXISTING CONTROLS</b>	<b>FURTHER ACTION &amp; ACCOUNTABILITY</b>
<b>1. General</b>	School Community	All Education Advisers visiting schools will enhanced DBS checked and will have undertaken first aid and fire marshal training.	<b>Action:</b> Teaching staff to brief Education Advisers on any school specific safeguarding requirements, evacuation procedures and access to staff room/facilities if needed.
<b>2. Supervision</b>	School Community	Yorkshire Water Education Advisers are visiting school to deliver a water topic-based session and are not to be left alone with students not known to them.	<b>Action:</b> Teaching staff to remain in the classroom & be responsible for supervision & behaviour of their students.
<b>3. Slips/Trips and Falls (Slippery/Uneven Floors)</b>	School Community	School to provide a suitable location for the delivery of Yorkshire Water workshops/talks.	<b>Action:</b> Safe working location – classroom or hall to be provided.
<b>4. Allergies</b>	School Community	Education Advisers to be informed in any students have any allergies (i.e. nuts/rubber) in case items are brought onto site (equipment or food items).	<b>Action:</b> Teaching staff to confirm any known allergies and provide a space for lunch breaks.
<b>5. Water</b>	School Community	Water may be required for delivering workshop experiments. School to provide access to water and paper towels in case of spillages.	<b>Action:</b> Access to water & materials in case of spillages.
<b>6. Use of computers in school</b>	Teachers & Education Advisers	Education Advisers will pre-send all presentation content to the Teacher in Charge prior to the event. Education Advisers will bring their own Bluetooth mouse which can be plugged into any computer device to prevent interaction with teachers own computers/keyboards.	<b>Action:</b> Teaching staff to pre-launch all presentations and films & allow the Education Adviser to use their own Bluetooth mouse.
<b>7a. COVID-19 – Prevention of transmission</b>	School Community & Education Advisers	Education Adviser will make contact with the school 48 hours prior to any booked visit to confirm no symptoms of COVID-19. Education Adviser to recheck class circumstances on arrival at the school.	<b>Action:</b> School to inform of any concerns regarding transmission

<p><b>7b. COVID-19 – Prevention of transmission</b></p>	<p>School Community &amp; Education Advisers</p>	<p>If required by the school, or for individual preference, Education Advisers will wear masks in communal areas within the school grounds. Education Advisers will provide their own masks to be worn. Visors will be worn in class.</p>	<p><b>Action:</b> School to inform of any policy decisions regarding the use of masks on school premises.</p>
<p><b>7c. COVID-19 – Prevention of transmission</b></p>	<p>School Community &amp; Education Advisers</p>	<p>Education Advisers to be fully briefed on school COVID-19 procedures. Covid-19 lateral flow tests will be completed twice weekly by the Education Advisers. If tests are required at school, please advise to ensure time is allocated in the Education Adviser’s schedule.</p>	<p><b>Action:</b> School to provide risk assessment for visitors to site and provide information on school procedures.</p>
<p><b>7d. COVID-19 – Prevention of transmission</b></p>	<p>School Community &amp; Education Advisers</p>	<p>Hand sanitiser. Education Advisers will have their own hand sanitiser available. School staff to ensure they are briefed on locations for toilet &amp; hand washing facilities. Education Advisers to sanitise prior to entering school grounds and on leaving school grounds.</p>	<p><b>Action:</b> School to provide details of toilet &amp; hand washing facilities.</p>
<p><b>7e. COVID-19 – Prevention of transmission</b></p>	<p>School Community &amp; Education Advisers</p>	<p>Class teacher to ensure the Education Advisers have space at the front of the classroom for teaching purposes and will remain with the class to hand out any materials. A table will be provided at the front of the class.</p>	<p><b>Action:</b> School to provide enough teaching space. Class teacher to be present.</p>
<p><b>8. Student Feedback</b></p>	<p>School Community &amp; Education Advisers</p>	<p>Evaluation – Education Advisers will discuss the options available for Yorkshire Water to obtain feedback from the class.</p>	<p><b>Action:</b> School &amp; Education Advisers to discuss &amp; agree evaluation options.</p>