**Crocodile Trail Parent Guidelines**

1. Routes

* At least two trained adult escorts will accompany children on each route.
* Each Trail route will operate on every agreed day, regardless of weather conditions.
* All Trails will operate to a strict timetable and WILL NOT wait for latecomer
* All children **MUST** be at the appropriate “Croc-Stop” in the morning.

1. Escorts

* All escorts have received enhanced CRB clearance.
* Escorts will be positioned throughout the Trail to carefully supervise the children.
* All escorts will wear the safety tabard and identity card provided whilst escorting children on the Trail.

1. Children

• Children will be expected to carry their own bags, lunch boxes etc.

• Children **MUST** walk in an orderly manner on the pavement away from the kerb.

• Children **MUST** listen to the escorts and obey all instructions given.

• It is expected that children will behave sensibly and considerately **AT ALL TIMES** on the Trail.

• Any child who endangers themselves or others, or who behaves in an unacceptable manner, **WILL NOT** be entitled to use the Trail (Head Teacher, parents and the School Travel Planning Team will be informed of the decision).

• To take part children under 8 years of age must have completed Stage One of the Footsteps training scheme.

• No child can take part until the completed Parent Permission and Pupil’s Promise form has been received by the coordinator.

• If a child has any physical/medical condition that may affect their participation it **MUST** be noted on the form.

• If necessary, consent should be given and training provided for escorts to administer relevant medication.

• All children that take part in a Trail will be issued with high visibility safety equipment that **MUST** be worn at **ALL** times.

1. Parental Responsibilities

• Parents **MUST** recognise that they are responsible for their child’s behaviour on the entire journey to and from school.

• Parents **MUST** inform an escort of any change to using the trail.

• If a parent is unable to contact a relevant escort s/he **MUST** notify the Trail coordinator.

• Parents **MUST** ensure that their child understands how the Trail operates and **MUST** stress the need to behave sensibly **AT ALL TIMES**.

• Parents may give permission for their child to be photographed for publicity purposes. This is optional.

5) Ratios

• Please refer to the Ratio Matrix within the Guidelines. These ratios must be adhered to at all times.

• **NO ANIMALS, BICYCLES OR SCOOTERS** are permitted on the Trail Trail.

6) Insurance

• Escorts who follow the Trail guidelines are covered by the County Council’s general third party insurance.

• This insurance indemnifies honorary and voluntary staff acting on behalf of the council.

• Children who take part in the Trail are **NOT** covered by the County Council’s insurance.

• Insurance for children may be arranged through the school as for other school activities.