

VISIT LEADER EXPECTATIONS | CUFFLEY | ACTIVE LEARNING CENTRES

You Are in Loco Parentis

As a member of the Visit Leadership Team, you are responsible for the pastoral care and wellbeing of your students while on-site. This duty, known as *in loco parentis*, means you are acting as a responsible guardian for the duration of the trip. Your role extends beyond supervision—it includes ensuring students are safe, supported, and behaving appropriately. This applies at all times, including during activities, meal times, free time, and overnight stays.

Your Role as the Visit Leadership Team

Each school or youth organisation must appoint a Visit Leadership Team, including a Visit Leader and Assistant Leaders. The number of leaders should align with your organisation's supervision ratio policies to ensure adequate oversight throughout the visit.

Active Learning Centres provides trained instructors to lead activities. While our instructors are responsible for safety during activities, they do not take on pastoral responsibilities—that remains with the Visit Leadership Team. If you have any concerns about how an activity is being run, please raise them with the instructor immediately. We value your input and will work with you to ensure a high-quality experience for all participants.

Participating in Activities

We encourage Visit Leaders to join in or observe activities to ensure students are engaged, coping well, and behaving appropriately. Seeing their leaders take part helps students feel more comfortable and engaged in the experience. If a leader is asked to assist with supervision during an activity, the instructor will provide clear guidance on responsibilities. If you are unsure about your role, please seek clarification before the activity begins.

Taking Breaks as a Visit Leader

We understand that leading a group on a residential trip can be tiring. If necessary, the Visit Leader may decide that one or two members of the team take a break during an activity. However, a dynamic risk assessment must be carried out to ensure enough leaders remain with the group to fulfil supervision responsibilities.

Working Together for a Safe & Enjoyable Experience

At Active Learning Centres, we prioritise safety and enjoyment for all participants. Our instructors will always follow the Visit Leader's instructions where possible, except in cases where technical safety expertise is required. In such cases, our instructors or management will make the final decision.

By working together, we can create a memorable and rewarding outdoor learning experience for your students!