Outdoor teaching group leader information sheet

Activity: trip to view architecture and construction of the innocent railway tunnel

Date: 5th October 2020    Maximum number of participants: 8
Total walking distance: approximately two miles.    Duration: 90 minutes
Meeting point: Outside John McIntyre Centre. Pollock Halls    Meeting time: 14:00

Two leaders (names?) must be present during trip.
Equipment required: Mobile ‘phone, programmed with contact number for School admin, and University Security (650 2257). First aid kit, space blanket x 2. List of participants with contact details.
Leaders must be aware of emergency contact procedures, for contact with School and emergency services if necessary.
Leaders must also be aware of planned excursion route, timings, and aims of activity.

Covid guidance
Physical distancing must be observed at all times, including at the meeting point, walking to the tunnel, and at return assembly point. A leader must be placed at the front and back of the group, and remind participants of distancing requirements if appropriate.
Regular headcounts during trip
Remind participants that toilet facilities are available at the John McIntyre Centre. A face covering must be worn to enter the building.
Stay with the group at all times, subject to above physical distancing requirements.

Ensure you are familiar with the proposed route, including crossing points.
Ensure general behaviour is acceptable during trip
The trip will return to Pollock Reception at 15:30