



## Moate Community School School Tour Policy

### Rationale:

The policy sets out a clear set of systems and procedures pertaining to school tours. It aims to be a source of information for parents/guardians who wish to explore the possible tours that a student may partake in during their time in school, and the expected timing or guide-cost of such trips.

### Context:

School tours and trips are an integral part of school life. They reflect the school's mission statement, which strives to help 'each individual reach their fullest potential', through a mixture of social, physical, and educational outings. This often necessitates trips out from school to promote wellbeing, bonding, and social activities - which are often available to a full class or year group of students.

### 1<sup>st</sup> Year School Tours:

<b>Tour Details:</b>	First year students may be invited to partake in bonding trips at the start and end of the school year. This might include trips for social, sporting or leisure activities. Curricular excursions might also be offered as part of subject-learning and this may involve outings on fieldtrips, visits to companies etc.
<b>Time:</b>	September (Bonding tour)      May (Year-end tour)
<b>Estimated Cost: €50:00 (both)</b>	Trips will involve a nominal cost to students in some cases, depending on the type of trip, number travelling and cost of transport. Students will be informed in advance of this.

### 2nd Year School Tours:

<b>Tour Details:</b>	Second year students may be invited to partake in curricular excursions which are offered as part of subject-learning and this may involve outings on fieldtrips, visits to companies etc. Second year students may also be afforded the opportunity to travel on an over-night excursion. This involves a higher-cost input to include travel, tickets etc and information will be given to parents/guardians as soon as is available in second year to facilitate payment if a student wishes to partake.
<b>Time:</b>	February/March (Social or Sporting)
<b>Estimated Cost: €250:00</b>	Trips will involve a nominal cost to students in some cases, depending on the type of trip, number travelling and cost of transport. Students will be informed in advance of this.

### 3rd Year School Tours:

<b>Tour Details:</b>	Third year students may be invited to partake in curricular excursions which are offered as part of subject-learning and this may involve outings to fieldtrips, theatre visits or companies etc.
<b>Time:</b>	Mid-Year (Educational tours)
<b>Estimated Cost:</b> <b>€45:00</b>	Trips will involve a nominal cost to students in some cases, depending on the type of trip, number travelling and cost of transport. Students will be informed in advance of this.

### Transition Year School Tours:

<b>Tour Details:</b>	TY students have a bonding and teambuilding tour at the beginning of the year. They will also have day trips/tours as part of their modules and subject immersion programme. This may involve field-trips or visits out to companies etc for real world experience. Students in TY are also afforded the opportunity to experience an international tour, normally as a 2/3-night stay in a European city. This involves a higher-cost input to include travel, tickets etc and information will be given to parents/guardians as soon as is available in third year to facilitate payment if a student wishes to partake.
<b>Time:</b>	September (Bonding tour) Mid-Year (Educational tours) May (Year-end tour)
<b>Estimated Cost:</b> <b>€800:00</b>	Local trips will involve a nominal cost to students in some cases, depending on the type of trip, number travelling and cost of transport. Students will be informed in advance of this. Travel on foreign trips/tours will involve a greater cost input that is not included in TY fees. Advance notice of this and details of a structured, incremental pay plan aims to assist with the cost of this during TY, will be shared as soon as is practicable.

### 5th Year School Tours:

<b>Tour Details:</b>	5 <sup>th</sup> years may expect day trips/tours as part of their subjects. This may involve field-trips or visits out to companies etc if required.
<b>Time:</b>	Mid-Year (Educational tours)
<b>Cost:</b> <b>€50:00</b>	Local trips will involve a nominal cost to students in some cases, depending on the type of trip, number travelling and cost of transport. Students will be informed in advance of this. Advance notice of this and details of a structured, incremental pay plan aims to assist with the cost of this.

### 6th Year School Tours:

<b>Tour Details:</b>	6 <sup>th</sup> years may expect day trips/tours as part of their subject or leaving cert project work. This may involve field-trips or visits out to farms/companies etc if required. Students are also encouraged to attend theatre trips, career open-days and day trips that assist in exam preparation or career investigation.
<b>Time:</b>	December (social tour for example ice-skating/shopping)
<b>Cost:</b>	Local trips will involve a nominal cost to students in some cases, depending on the type of trip, number travelling and cost of transport. Opportunity is also

	given for social outings and over-night trips, and students will be informed in advance of this.
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**Health and Safety:**

All students who partake in school tours or trips will be required to follow all direction and preparation pertaining to health and safety. This may include proper attire, appropriate behaviour and following closely any guidance given by teacher(s) who are leading the students outside school.

**Linking Policy:**

The Educational Tours Policy available at [www.moatecs.com/policies](http://www.moatecs.com/policies) should also be consulted as it sets out expectations and procedures relating to behaviour, staff, and insurance. It also highlights key information around the planning and rationale of school tours and trips.

**Limitations of the Policy:**

While this policy aims to set out a framework for school tours and trips, all such excursions are subject to factors such as cost, student uptake, weather, and logistical considerations. These may influence the guidelines stated here or necessitate changes as deemed appropriate by school management.

**Signed:**

**Review Date:** \_\_\_\_\_