

Learning Objectives During this Day Course pupils should learn:
<ul style="list-style-type: none"> ✓ How electricity is generated by renewable means in a real context ✓ To recognise dangers associated with electricity and industrial installations ✓ To understand their responsibility to maintain a sustainable environment for future generations. ✓ To recognise ways in which people can improve their environment.
Pupils will also:
<ul style="list-style-type: none"> ✓ Learn safely in a new environment; ✓ Gain an appreciation of the environment and understand their role in caring for it.

Day Course Programme
<p>Introduction: A CEES teacher will welcome your group to the Energy Works Education Centre at Coldham and describe the day's programme and the learning objectives.</p>
<p>Session A: This session will begin with an introduction to the site and to renewable energy and wind farms. Following a briefing on safety, pupils will don safety hats and glasses and will then travel by coach to the control buildings and wind turbines for a close up view of the turbine blades and tower. There will be the opportunity to touch the tower, listen to the generator high up above and to try to count the number of revolutions per minute of the turbine rotor. Other activities may include using weather measurement equipment, collecting wind turbine words, Kung Fu Wind Turbines and a song or two.</p>
<p>Session B : After lunch at the education centre, the following options are available:</p> <p>Option 1: Visiting Sutton Bridge Gas Fired Power Station and using hands-on displays to explore electricity production using magnets, scale models and an exercise bike (maximum 30 pupils per class).</p> <p>Option 2: Using recycled materials to investigate rotational movement and building model wind turbines to take back to school.</p>
<p>NB Please indicate on your booking form your choice option 1 or 2</p>
<p>Plenary: The group will reflect on their visit and consider how well the learning objectives have been met.</p>
<p>Note: The actual programme may vary depending on number and needs of pupils, length of visit and weather conditions.</p>

Adult : Pupil ratios
<p>For this course CEES' recommended ratio for safety is</p> <p>1 : 6</p> <p>Additional adults may be needed with classes where individual pupils need 1 : 1 support</p>

Other information
<p>See also separate guidance notes on safe and effective day courses.</p> <p>To comply with safety regulations on site:</p> <ul style="list-style-type: none"> - Pupils must wear long sleeved tops and trousers, and sensible shoes - The coach must stay on site in case of emergency.

Relevant extracts from CEES risk assessments	
See also separate guidance notes on safe and effective day courses	
Hazard	Control measures
Severe weather	<ul style="list-style-type: none"> • CEES staff are aware of daily forecast. • Access to the wind farm during electrical storms or wind speed > 25m/s is not permitted. • Alternative venues or activities are substituted if weather conditions are particularly unfavourable. • In extreme cases, where guidance notes on clothing (see left and separate notes) have not been complied with pupils may be excluded from activities.
Proximity to electrical system and apparatus	<ul style="list-style-type: none"> • Pupils will not have access to the inside of turbine tower or control room.
Rough ground, slopes and steps	<ul style="list-style-type: none"> • Pupils and adults are made aware of expected standards of behaviour and, for example pupils are instructed to walk, not run, to look ahead, and to stay close to their supervisory adult. • Advice given on suitable shoes prior to visit
Working farm: Farm roads and equipment, land working	<ul style="list-style-type: none"> • Coach transports pupils to buildings • The farm manager is notified of the visit and of the need to control work in proximity to pupils • Adults supervise directly, for example, walking beside the group and regularly checking that the entire group is present.

CEES guidance notes for safe and effective Day Courses

NB *It is important that the information given on this sheet and in the attached literature is shared with all accompanying adults prior to the course in order to ensure that all adults are fully aware of the programme for the day and of their role and responsibilities during the course.*

After a provisional booking for a CEES Day Course has been made a package of information is sent to the named teacher who is responsible for the visit. The package will generally include:

- CEES **colour brochure** for general information
- These notes giving guidance on safe and effective **Day Courses**
- Day Course Information sheet giving **learning objectives, programme and risk assessments** for the specific course selected
- Location **map** (for bus drivers if required)
- Pupil **register** (a list printed by the school may be used as an alternative)
- Any other documents relating to the course
- **Booking form** To confirm a provisional reservation, this form should be completed, signed and returned to CEES at Stibbington as soon as possible and not less than 6 term time weeks prior to the course.

Timing

In order to ensure best value from your CEES Day Course we recommend the following timings:

Key Stage 2 and above 5.5 hours eg 9.30 to 3

Key Stage 1 5 hours, eg 9.45 to 2.45

Foundation 4.5 hours, eg 10 to 2.30.

Timings may be reduced if necessary to suit school start and finish times and journey time, but teachers should be aware that if the above times are significantly reduced some parts of the programme may need to be curtailed.

Lunch

Packed lunches and drinks should be brought. During centre-based time tea and coffee making facilities will be offered to adults. As part of our Eco-Centre policy we ask teachers to encourage pupils to bring environment-friendly packed lunches with minimal packaging.

CEES staff will take responsibility for pupils' activities during the morning and afternoon sessions. School staff will be responsible for **supervising** pupils during the lunch break, which may include a short period of free time.

Payment

There is no charge for this course

Health and safety:

1. CEES staff

CEES staff are qualified, experienced teachers who are police checked and employed by Cambridgeshire LA. All relevant CEES staff have a current first aid certificate and carry a first aid kit and other safety equipment. A CEES **teacher** will tutor your course and lead the activities with the support of visiting adults.

2. School staff

In addition to the class teacher you will need to have other adults. Recommended **adult : pupil ratios** for each course at each Key Stage are given on the Day Course information sheet. Please note that DfES guidance (2002) states:

- All accompanying adults should be fully aware of their role and responsibilities (see note above)
- Adults should be responsible for a pre-arranged, named group of pupils and should hold a list of their names
- Pupils should not be identifiable by a name badge
- CRB checks are **not** essential for adults accompanying day visits where the adult will not be in sole charge of one pupil

It is the **responsibility of visiting teachers** to inform CEES staff of any physical, medical or behavioural conditions which may be relevant and which may affect the safety of the individual or the group.

Notification to CEES two weeks prior to the course is required if pupils' pre-existing conditions may necessitate **adjustments** being made by CEES to the course programme or materials or equipment.

DfES guidance makes clear that **visiting teachers remain responsible for their pupils** at all times. Should behaviour become unacceptable on safety grounds, teachers may be asked by CEES staff to withdraw pupils from activities.

3. Clothing and equipment

Teachers should encourage pupils to wear **appropriate clothing and footwear** for those courses that involve working outside for part of the day. This will usually include **a waterproof jacket and trainers/outdoor shoes**, plus on cold days a warm coat, thick socks, hat and gloves, and on hot days a sun hat and sun screen. CEES holds some spare outdoor clothing which will be made available to those pupils who do not have their own. All materials and equipment needed on the day including clipboards and pencils will be supplied by CEES.

4. Risk assessment

All CEES activities are **risk assessed** and appropriate control measures are taken to minimise any risks identified. Relevant extracts from CEES risk assessments are given on Day Course Information sheets