

BHA School Volunteer Project



Terms and Conditions for Schools

Cost

The cost of a school speaker visit is free but we request that, if possible, the school reimburses the school speaker's travel costs.

Supervision

According to the DFE's 'Keeping children safe in education' (2015), supervised visitors are not required to have undergone enhanced checks by the Disclosure and Barring Service (DBS). Visitors must therefore be supervised by a member of the school's teaching staff or other responsible adult.

Support

We ask that school speakers are informed about relevant school policies on behaviour. However, it is the supervising member of staff who is responsible for behaviour management during a visit as well as encouraging participation when appropriate. BHA school speakers will not teach participants demonstrating abusive language or behaviour. Participants should be advised that mobile phones are not to be used during sessions and should be turned off.

Room requirements

For most sessions all that are required is a suitable classroom or hall; a computer and projector or interactive whiteboard; and pens, pencils and paper. Speakers may also wish to show a film as part of the session which will require audio to be set up before they arrive. We ask that the speaker be given access to a photocopier if worksheets are required for the session.

Information for us

Please let us know in the online request form if you want the session to link to a particular curriculum subject, topic, or theme. Please also inform us in advance if any participants have SEN or EAL requirements so that the session can be adapted accordingly to meet the needs of your students.

Cancellations

Please inform us two weeks before a scheduled visit if you wish to cancel or rearrange a visit.

Health and safety

You are required to have valid Public Liability Insurance and a Risk Assessment for the area that will be used for the session. The BHA can provide an Activity Risk Assessment upon request.