



Students' Instructions for Social Activities

Before the activity

- Check your social programme details
- Think about where you are going and what you want to learn and see
- Check and prepare if you need a travel card or spending money
- If travelling by public transport, check online for any problems www.tfl.gov.uk
Check your journeys
- Ensure you have battery and credit on your mobile phone
- Read the "Safety in London" information sheet

On the day

- Be on time or we will leave without you
- Activities will only happen if there are 5 or more students
- Ensure you have the following numbers:
School +44 (0) 207 242 2234 / School emergency number: +44 (0) 7762 425 376
also - your group leader (if applicable) / activity supervisor (if applicable)
- Ensure that you listen carefully to the rules / activity instructions
- Complete and sign the Social Activity Student Contact Sheet
- Let the activity supervisor know what you want to learn and see

Rules for during the activity

- Listen to and follow all rules from the activity supervisor or your group leader (if applicable)
- "Buddy-up" and look after each other. If your "buddy" is missing, tell your activity supervisor / group leader
- Do NOT leave the group
- If you need to leave, you MUST ask the activity supervisor for permission.
- If any students leave the group without telling the activity supervisor, or in cases of emergency, the activity will be cancelled and not re-arranged.
- Look where you are walking, only take photos on "photo stops" – your activity supervisor will tell you when
- Be careful with your camera, phone and bag/money
- Cross the road with the group – follow your activity supervisor
- Be quiet in museums, galleries, cinemas, theatres and when your activity supervisor tells you
- Please interact with the other students as much as possible
- Do not bring anyone else along (unless you have checked with the school before)
- If you see anything unusual/dangerous, please do not become involved. Please tell your activity supervisor or group leader (if applicable)
- Have fun and take as many photos as possible!

Please report to the Welfare Officer/s if you witness inappropriate behaviour from the activity supervisor or group leader/s

Under 18s:

- Need to have a signed Parental Consent Form
- Cannot participate in social activities with age restrictions (e.g. Monday night welcome drinks).
- If the activity is for a group, the group leader must also attend
- The following staff/group leaders to students ratios apply:
 - 1:6 (under 8s)
 - 1:10–15 (8–10s)
 - 1:15–20 (11+)

Under 16s – can only travel with their group leaders or guardians.