

TEACHERS' INFORMATION PACK

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SECTION 1: Pre-Visit Information

Welcome

Thank you for your interest in visiting our farm. We hope that the experience will give your pupils inspiration and information.

The visit allows pupils to see for themselves how a modern farm works, in an enjoyable and safe environment.

This pack will help you to prepare a successful programme tailored to suit the needs of your group.

Farm Information

Contact details:

Farm name: *Enter your details*

Farm address: *Enter your details*

Contact person: *Enter your details*

Contact address: *only to be included if different from farm address*

Post code: *Enter your details*

Tel no: *Enter your details including your area code*

Mobile no: *Enter your details*

Fax: *Enter your details*

Email: *Enter your details*

Website address: *Enter your details*

Booking a visit:

In the first instance, please telephone the farm. **Visits are free** but you will need to organise and pay for transport. I will send a confirmation letter if required once a date has been agreed.

Cancellation arrangements:

Section 1: Pre-Visit Information

If you are unable to carry out your visit, please let us know as soon as possible so that we can make alternative arrangements.

How to get here:

Grid reference: *Enter your details including a grid reference (eg SE 123 987)*

Describe how to reach the farm and provide a location map if possible.

On arrival:

Insert setting down and parking details. Who will greet the visitors

Insert where group meets at start of visit.

Facilities:

See guidance section

The visit:

See guidance section

Accreditation (CEVAS):

See guidance section.

Evaluation Form:

This visit is provided free of charge. In order for us to be able to claim a payment as part of our *Countryside Stewardship/ Environmental Stewardship Agreement* (delete as necessary) we require that you complete an evaluation form which we will provide. Please take a few moments to complete this form after the visit and hand it to us before you leave. Additional feedback regarding the visit is also appreciated. Thank you.

Complaints procedure

If you have any complaints regarding your visit please inform us so that we are able to improve our service. You may also write to:

Natural England
Access Management Unit
Woodthorne
Wolverhampton
West Midlands
WV6 8TQ

Section 2: The Countryside Classroom

The countryside offers an invaluable teaching resource. The visit can be used to teach all aspects of the curriculum through learning about farming and the countryside. We hope that this information pack will give you ideas to inspire your pupils and get the most out of your visit.

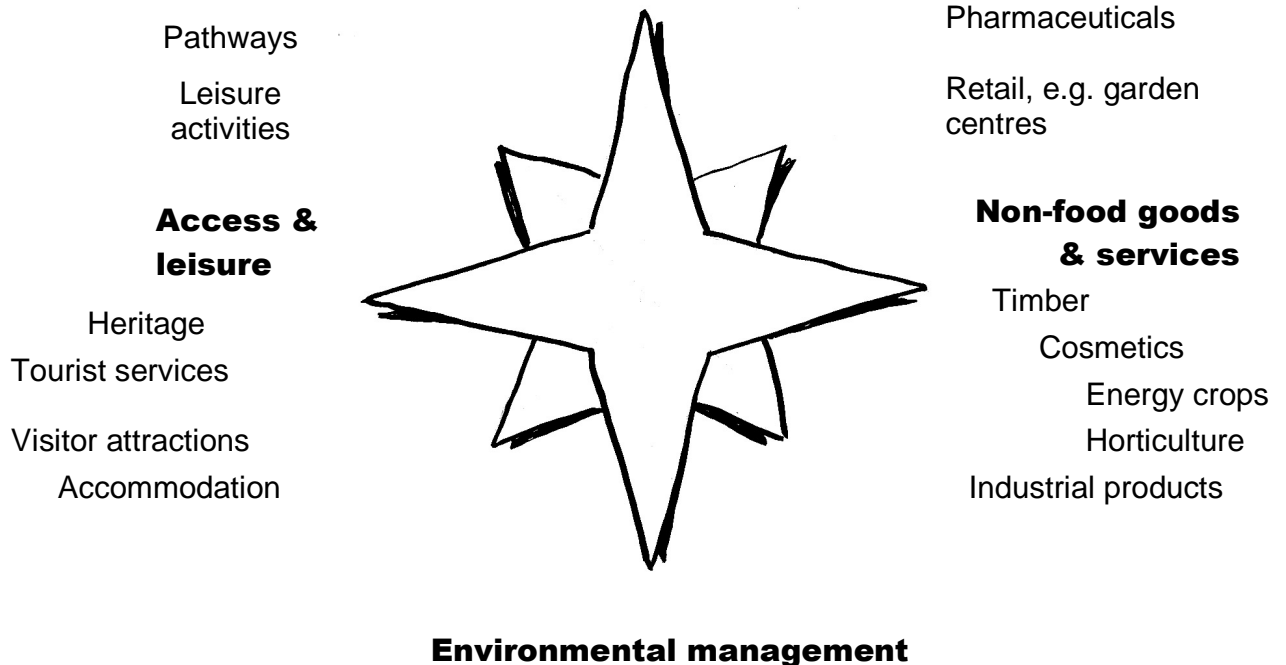
Please note that we regularly update this Teachers Information Pack. It would be greatly appreciated if following your visit you pass to us any lesson plans, activity ideas or worksheets that have been successfully used on our farm so that they can be incorporated into our pack if appropriate. Please list any equipment needed for the activities

Learning opportunities

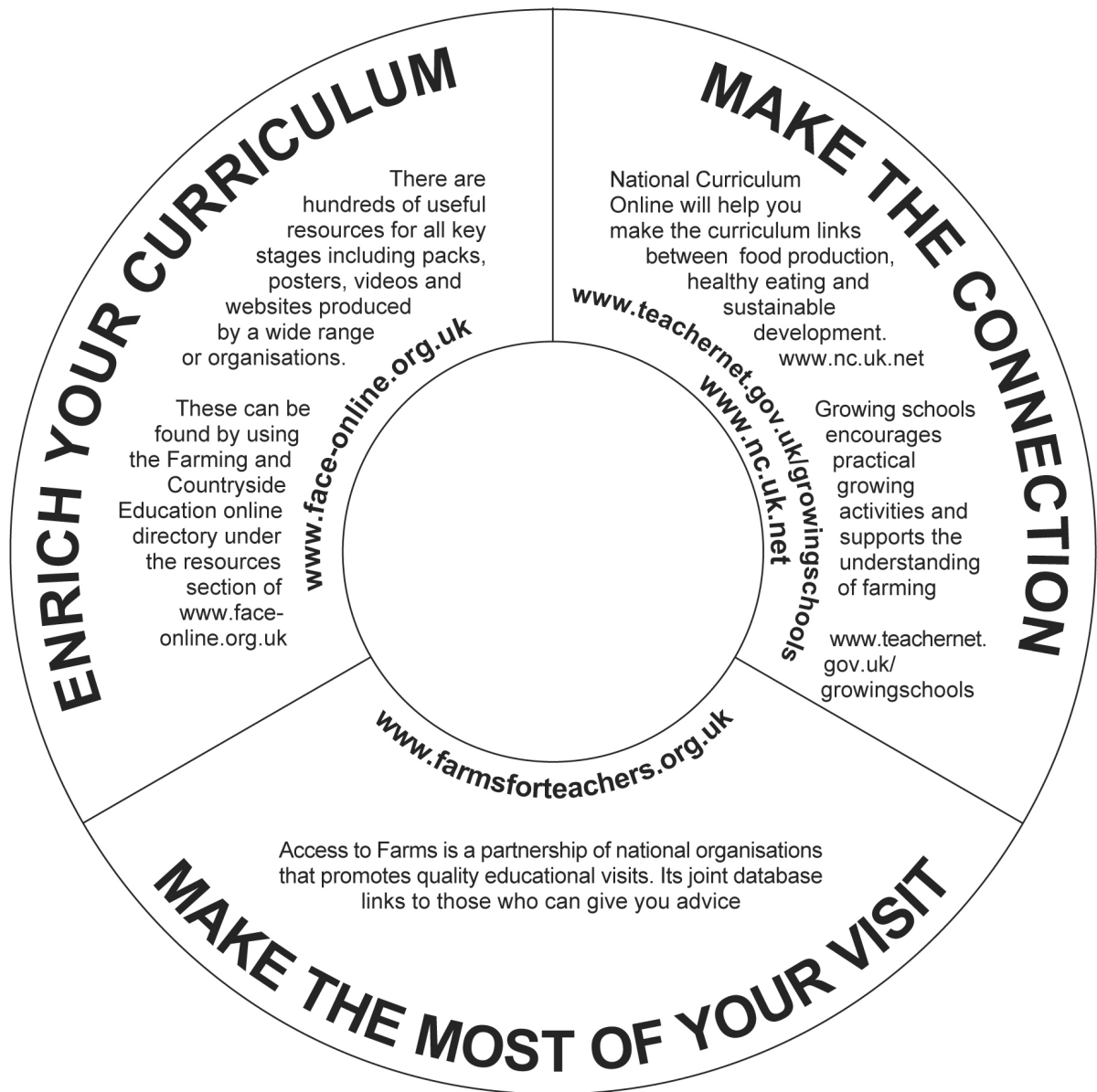
Scope of Work

Fruit and Vegetables
Food processing Retail, e.g. farm shops
Co-operatives Herbs Dairy products Meat
Drinks and beverages Farmers' markets Speciality products

Sugar **Food production & services** Cereals



There are many ways in which farming and growing can enrich the curriculum. Some examples from the Department for Education and Skills *Growing Schools* initiative are included above.



Links to the National Curriculum

Section 2: The Countryside Classroom

At Key Stage 1 the farm visit can widen the pupils' first-hand experience in a whole range of **visual, tactile and other sensory situations**. Within this are the important messages of **the life cycle** and **seasonal change**. There is a wealth of opportunity for **language development** and **literacy skills**.

At Key Stage 2 the visit can stimulate and excite pupils' curiosity. It also satisfies their curiosity as they begin to **apply their knowledge and understanding** of ideas. Pupils can consider the farm as a good example of **an environment affected by human activity**, think about **attitudes to farming**, the rural environment and the **conflicts of interest** that arise.

They talk about their work and its significance and **communicate their ideas** using a **wide range of language**.

At Key Stage 3 many different subject requirements can be satisfied. For example in history, the adaptation of farm buildings over the centuries can offer first-hand evidence of **social and technological changes**. This readily promotes the skills of **handling and assessing**. Pupils can **investigate and debate** a wide range of **complex issues** and begin to understand the **environmental, social and economic** implications.

At Key Stage 4 farm visits can be used to deliver examination subjects both academic and vocational. Contact with farmers will help to focus on the real life **application of skills within the workplace**, engaging pupils with **contemporary issues** and focusing on their role as users and consumers.

Section 3: On the Farm

Risk assessment

We recommend a pre-visit to our farm, during which you can carry out a risk assessment and become familiar with the site. Any specific requirements or needs of the visiting group can be discussed. A copy of the farm's risk assessment is available on request.

Health & safety

We comply with Health and Safety Regulations. However it is important that all pupils and supervising adults are aware of the correct Health and Safety guidelines.

The risk of infection is very small, but disease caused by an infection could be serious. By following simple guidelines, similar to everyday basic hygiene recommendations, the risk can be easily minimised.

The Health & Safety Executive has produced guidelines, HSE sheet AIS23 – Avoiding ill health at open farms – Advice to farmers. The supplement to AIS23 advises teachers and others who organise farm visits on controlling the risk of infection from animals which the pupils may have contact with during their visit.

All animals naturally carry a range of micro-organisms, some of which can be transmitted to humans, causing ill health. Some, such as the bacterium *Escherichia coli O157* (*E coli O157*) cause infections which can potentially cause disease, which may be particularly acute in young pupils.

While the hazard from infection resulting from a farm visit is real, the risk can be readily controlled by following sensible steps which will help make your visit safe, healthy and enjoyable.

- read and understand the advice in AIS23, and discuss visit arrangements with the farm management. Assure yourself that the facilities provided match the recommendations in AIS23
- decide what the ratio of pupils to teachers/assistants/parents should be, using advice from your local authority. As a general rule, the ratio of supervisors to pupils should be 1:1 for pupils under 1 year old, 1:2 for pupils between 1 and 2 years old, 1:3 for pupils between 2 and 3 years old, 1:4 for pupils between 3 and 5 years old, and 1:8 for those between 5 and 8 years old. If supervision levels are less than this, you should not allow direct contact with any animal for pupils under eight. The ratio of supervisors for pupils between 9 and 11 years old should be 1:10-15, and 1:15-20 for pupils from 12 years old and above. These are examples only and group leaders

should assess the risks and consider an appropriate safe supervision level for their particular group.

- discuss with the supervisors, who may be parents or staff of the school, creche, etc. their role during the visit. They must understand the need to make sure that pupils wash, or are helped to wash, their hands thoroughly after contact with animals, and follow the other rules suggested below.
- discuss with pupils the rules for the visit, stressing that they must not eat or chew outside the areas in which you permit them to do so.
- check that cuts, grazes, etc. on pupil's hands are covered with a waterproof dressing.

Clothing

Make sure that pupils wear appropriate clothing, including sturdy outdoor shoes (not sandals) or wellington boots if possible.

Behaviour

Teachers/group leaders are responsible for the pupil's behaviour throughout the visit. Pupils' should understand how to behave on the farm and always follow the Countryside Code (see overleaf).

During and after the visit, make sure that the pupils:

- do not kiss animals.
- always wash their hands thoroughly before and after eating, after any contact with animals, and again before leaving the farm.
- eat only food that they have brought with them, or food for human consumption that they have bought on the farm, in designated areas, and **never eat food which has fallen to the ground, or taste animal foods.**
- do not suck fingers or put hands, pens, pencils or crayons, etc. in their mouths.
- clean or change their footwear before leaving, remembering to wash their hands after any contact with animal faeces on their footwear.
- allow plenty of time before eating or leaving so that they do not have to rush.

Check that pupils' stay in their allocated groups during the visit, and that they:

- do not use or pick up tools (e.g. spades and forks) unless permitted to do so by farm staff
- do not climb on to walls or animal pens, machinery, etc.
- listen carefully, and follow the instructions and information given by the farm staff
- approach and handle animals quietly and gently
- do not chase, frighten or torment the animals.

You should supervise them during the visit, especially during hand washing, to make sure that each pupil washes thoroughly. Farm staff may be able to help with this supervision.

If a member of your group shows signs of illness (e.g. sickness or diarrhoea) after a visit, advise them or their parent/guardian to visit the doctor and explain that they have had recent contact with animals.

Further information:

Copies of the AIS23 information sheet and supplement and other useful Health and Safety leaflets are available free from HSE Books, PO Box 1999, Sudbury, Suffolk CO10 2WA

Tel: 01787 881165

Fax: 01787 313995

Website: www.hsebooks.co.uk

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The Countryside Code:

- Be safe – plan ahead and follow any signs
- Leave gates and property as you find them
- Protect plants and animals and take your litter home
- Keep dogs under close control
- Consider other people

www.countrysideaccess.gov.uk

Education packs are available from countrysidecode@face-online.org.uk

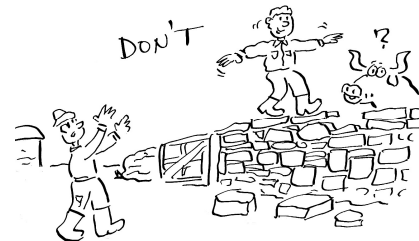
How to behave on the farm

If you walk with your group leader, it is safer and will not frighten the animals.

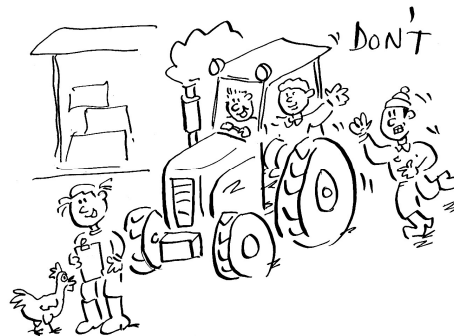


The animals have a balanced diet so avoid feeding them, unless asked to.

Climbing on walls, fences or animal pens can be dangerous.



Do not handle farm equipment or machinery unless permitted to do so by farm staff



See guidance section

Section 5: What your farm has to offer
See guidance section