

Behaviour and Supervision Policy

Classroom Adventures Ltd.

1. Purpose and Scope

This policy sets out expectations and responsibilities relating to **behaviour management, supervision, and participant conduct** during all activities delivered by Classroom Adventures Ltd. ("Classroom Adventures").

It applies to:

- School Experience Days delivered on school premises;
- Public-facing Events delivered at heritage sites, museums, venues, or outdoor locations;
- All participants, including children, young people, and adults engaging with Classroom Adventures activities.

This policy does not transfer overall responsibility for supervision or behaviour management to Classroom Adventures.

2. General Principles (Apply to All Deliveries)

2.1 Classroom Adventures aims to deliver activities that are engaging, inclusive, and safe. The wellbeing of all participants, staff, and members of the public is the overriding priority.

2.2 Classroom Adventures staff are **facilitators and presenters**, not supervisors or behaviour managers. Responsibility for participant supervision and behaviour remains with the client or accompanying adults at all times.

2.3 Classroom Adventures staff will:

- set clear activity boundaries and expectations;
- deliver activities in a structured and safety-led manner;
- pause or adapt activities where behaviour creates risk.

2.4 Classroom Adventures staff are not authorised to:

- physically restrain participants (except to prevent immediate risk of harm);
- discipline participants;
- remove participants from the site.

3. Behaviour Expectations

3.1 All participants are expected to behave in a manner that is safe, respectful, and appropriate to the activity.

3.2 Behaviour that may result in activities being paused, modified, or terminated includes (but is not limited to):

- unsafe use of tools, props, or equipment;
- aggressive, disruptive, or abusive behaviour;
- repeated failure to follow safety instructions;
- behaviour that places the participant or others at risk.

3.3 Classroom Adventures reserves the right to stop an activity immediately if safety is compromised.

4. Physical Intervention and Safety

4.1 Classroom Adventures staff may intervene **only where necessary to prevent immediate risk of harm**, for example:

- removing a tool from a participant;
- blocking unsafe movement;
- guiding a participant away from danger.

4.2 Any such intervention will:

- be proportionate and minimal;
- be safety-led, not disciplinary;
- take place in open view where possible;
- be followed by referral to the responsible adult or client representative.

4.3 Classroom Adventures staff do not restrain participants as a method of behaviour management.

5. School-Specific Responsibilities

(Apply to School Experience Days only)

5.1 The school retains full responsibility for:

- pupil supervision;
- behaviour management;
- safeguarding and child protection;
- application of school behaviour policies.

5.2 A sufficient number of school staff must remain **present, attentive, and consistent** throughout delivery. Classroom Adventures staff must not be left alone with pupils.

5.3 Classroom Adventures staff may pause delivery until school staff address behavioural issues. If behaviour cannot be managed safely, delivery may be terminated, with fees remaining payable in accordance with the Terms and Conditions.

5.4 It is the school's responsibility to ensure appropriate staffing and support for pupils with additional needs.

6. Event-Specific Responsibilities

(Apply to public-facing Events only)

6.1 Children and minors engaging with Classroom Adventures activities at Events must be **accompanied by a responsible adult at all times.**

6.2 Classroom Adventures is not responsible for:

- supervising children;
- monitoring family groups;
- managing queues or crowd behaviour beyond the immediate activity area;
- lost children procedures.

6.3 Where behaviour of a participant or group is unsafe or disruptive, Classroom Adventures staff may request that they leave the activity area. Responsibility for enforcement and removal remains with the client, venue, or event organiser.

6.4 If unsafe behaviour cannot be adequately addressed, Classroom Adventures reserves the right to suspend or withdraw delivery, with full fees remaining payable.

7. Termination of Delivery

7.1 Classroom Adventures reserves the right to suspend or terminate delivery where:

- behaviour presents an ongoing safety risk;
- supervision requirements are not met;
- instructions are repeatedly ignored;
- safeguarding concerns arise that cannot be adequately managed.

7.2 Termination under these circumstances does not entitle the client to a refund.

8. Acceptance of Policy

By confirming a booking or engaging with Classroom Adventures activities, the client acknowledges and accepts this Behaviour and Supervision Policy and confirms that appropriate supervision and behaviour management arrangements are in place.
