



**Life Education  
Cambridgeshire &  
Peterborough**



### ***Preparation for the visit***

- *Please photocopy the relevant lesson plans for class teachers and advise those who may have decisions to make between two programmes.*
- *You may wish to set the Life Education visit in the context of a specific themed week. Some examples that other schools have chosen include 'Healthy Week' and 'Science Week'.*
- *Please ensure that those affected by the plug in site for the cables have been informed – this may include teachers, office staff, catering staff and the caretaker.*
- *Please remind the caretaker about the dates of the visit and the arrival and departure times of the mobile classroom. Please share with the caretaker the agreed siting of the classroom and the sockets to be used. These details can be found on the timetable.*
- *Send out the letter to parents/carers and governors inviting them to attend a presentation. Some schools choose to send reminders and use whiteboards at the front of school to encourage more to attend.*
- *Our educators receive comprehensive Child Protection & Safeguarding training. Our senior educator – Louise Augarde – is one of the DSLs for the Cambs PSHE Service. If we have need to record a 'Cause for Concern' we will share it with one of the school's DSLs & leave a copy with the school for their records. The original is our copy & will be kept securely by the educator and then stored securely at the PSHE Service office at the earliest opportunity. Any queries concerning this - please contact [louise.augarde@cambridgeshire.gov.uk](mailto:louise.augarde@cambridgeshire.gov.uk)*
- *If you have any queries regarding your visit, please don't hesitate to contact us:-  
[louise.augarde@cambridgeshire.gov.uk](mailto:louise.augarde@cambridgeshire.gov.uk)  
[pshe@cambridgeshire.gov.uk](mailto:pshe@cambridgeshire.gov.uk)*

## **On the day**

- Please ensure the Educator is made aware of any special needs (particularly ....epilepsy, ASD, ADHD, haemophilia, claustrophobia and wheelchair users). **The educator will speak to the relevant class teachers each morning before school.** This will enable class teachers to confirm details of their session and discuss any specific needs.
- Programmes to start as promptly as possible – please aim to be at the mobile classroom a couple of minutes **before** the start time of your session.
- Teachers are to be present throughout the session & any other support staff are very welcome.
- Assessment opportunities – staff to bring A3 lesson overviews, class lists, notebook & camera/ipad (optional). The taking of photographs is permitted but please no filming, due to copyright regulations.
- Children do not need to bring anything.
- There are presentations planned for parents/carers and governors.
- In the event of a fire drill or emergency, the Educator will hand over to the school's member of staff present in the mobile classroom, who will then evacuate the children in line with the school's procedures.

## **Making the most of your LEC visit**

- The notes and observations made by staff during the programmes will provide a wealth of information relating to the areas for consolidation and the 'next steps' for their pupils.
- If you subscribe to or are licence holders to the Cambridgeshire Primary Development Programme for PSHE, you will find comprehensive support, guidance and further activities within that resource. If you would like to know more about this resource please contact [pshe@cambridgeshire.gov.uk](mailto:pshe@cambridgeshire.gov.uk)
- Further information and support are [available here](#) at 'Learn Together – Cambridgeshire & Peterborough'