

STEP BY STEP GUIDE TO ORGANISING YOUR COURSE AT WHITE HALL

This guide is designed to help you plan and organise your course once you have made a provisional booking.

Please note a more detailed Step-by-Step guide can be found on our website: www.whitehall.derbyshire-outdoors.org – Booking & Info – Information and downloads – Booking Forms – Residential – Step by Step booking guide

Step 1

Sign and return contract with 5% Booking Fee

Step 2

3 months prior to course - Download, complete and send Course Planning Form and 25% deposit

We will send a 'Draft Programme' with receipt

Step 3

One month prior to course - Download the following:
Information for Course Members – For course members to keep

Group Entry Form }
Consent Forms } Complete and return to White Hall
Dormitory Plan }

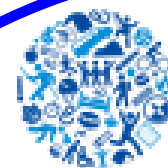
Step 4

Approximately 3 weeks before course - Course Coordinator contacts to finalise arrangements

YOUR COURSE

Step 5

Complete and return 'Course Evaluation Form'



White Hall

Outdoor Education Centre

A Local Authority
Outdoor Education
Centre with over
60 years' experience



Making a difference for our students through:

- Challenge
- Adventure
- Achieving
- Learning



Telephone: 01298 23260

e-mail: white.hall@derbyshire.gov.uk

website: www.whitehall.derbyshire-outdoors.org



Whitehall Outdoor Education Centre



@Whitehallcentre

White Hall Centre opened in 1951 and was the first Local Education Authority Outdoor Education Centre in the country.

The Centre is situated on a 35-acre site, 3 miles from Buxton in the Peak District National Park. It is surrounded by an area of outstanding natural beauty within easy access of some of the best outdoor activity sites in the country.

As part of Derbyshire County Council's Outdoor Education Service we believe every child and young person should experience the outdoors as an integral part of their learning and development, complementing learning in the classroom. High quality, outdoor education can stimulate and inspire; foster independence; aid personal and social development; and can motivate reluctant learners.

All our courses are educational, stimulating, safely managed, exciting and enjoyable.

Activities

White Hall Centre is licensed by the 'Adventure Activities Licensing Service' (www.aals.org.uk).

We are licensed to provide the following activities:

- Kayaking
- Open Canoeing
- Rock Climbing
- Mountain Biking
- Abseiling
- Gorge Scrambling
- Orienteering
- Hill Walking and Mountaineering
- Mine Exploration
- Caving
- Improvised Rafting



Other activities offered are:

- High and Low Ropes Course
- Problem Solving / Initiative Activities
- Camping
- Rock Scrambling

Staff

All our instructional staff hold current and relevant outdoor activity qualifications, including First Aid. All staff at the Centre have had a recent enhanced Criminal Record Bureau check.

Insurance

Derbyshire County Council does not insure students against cancellation, personal injury, loss or damage, which is not caused by negligence on the part of DCC or its employees, agents or subcontractors. This should be arranged by yourselves.

Safety

White Hall has full risk assessments for all aspects of the Centre and has been inspected by DCC Health & Safety Department.

The risk assessments for our main activities are available on our website:

<http://whitehall.derbyshire-outdoors.org>

Derbyshire schools only have to complete a risk assessment for travel to and from the Centre and in respect of any pupils with special needs.



Buildings & Equipment

The buildings are regularly inspected by officers of DCC Property Services Department and we have a fully up-to-date Fire Risk Assessment.

All specialist equipment is provided including boots and waterproofs and are well maintained and appropriate for use.

Centre Vehicles

White Hall has 3 mini buses, all fitted with full seat belts.

All vehicles are regularly maintained and inspected by DCC Transport Department.

All mini bus drivers have a Derbyshire Mini Bus Driving Permit.