

Approval Form



Endure for a Cure Schools Challenge

VOR-MS

Form name	
Activity name	Endure for a Cure Schools Challenge

Event Background

Date of Event	Friday 3rd May 2019
Teachers attending	
What is the rationale	Endure for a Cure Schools Challenge promotes everything your school values: team work, giving back to the community, citizenship, fitness and health and healthy competition with other local schools and provides opportunities to network with major corporate organisations.
Is a risk assessment required	Yes

Cost

Cost per student	Free
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Head Teacher approval

Has head teacher approval been granted?	
Approved by?	
Head teacher Admin has been informed by whom?	

Organisation

Permission note attached	
Permission note completed, saved and printed	
Have student names / groups been entered (see "Manage" button)?	
Will students attend roll call	
Depart from:	
Return to?	

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Mode of Transport– if bus please specify the company	
Dress required	Sensible bike gear and clothing
Cost per Student	Free
Has this event been invoiced on the School Contribution Fee Sheet?	
Has risk assessment form been completed?	
Are all extra risk assessment plans attached?	
Are there any unsupervised activities	
If yes, what are they?	
Will a teacher with CPR and emergency care be present?	

Staff Notification

Have the following people been informed of the details?	
Office Staff	
Canteen	
HT Admin	

Final Details

Have appropriate activities been organised for students not attending	
Are details of accommodation, including names, addresses and phone numbers attached to the activity?	
Is a detailed itinerary attached?	

Final approval

Full approval granted	
Approval granted by:	
VOR ID number	