

Checklist for school trips

There may be different risks on a school trip compared to a normal school day. When you are planning the trip, you should do a risk assessment for pupils with epilepsy.

You can use this checklist to help you complete the risk assessment.

More information

Visit Epilepsy Action’s website for more advice and information about epilepsy and safety:

Safety advice for people with epilepsy - [epilepsy.org.uk/info/safety](https://www.epilepsy.org.uk/info/safety)

Information about seizure triggers - [Seizure triggers - Epilepsy Action](https://www.epilepsy.org.uk/info/seizure-triggers)

Sports, exercise and leisure activities - [epilepsy.org.uk/info/sports-leisure](https://www.epilepsy.org.uk/info/sports-leisure)

Photosensitive epilepsy - [epilepsy.org.uk/info/photosensitive-epilepsy](https://www.epilepsy.org.uk/info/photosensitive-epilepsy)

Travel advice for people with epilepsy - <https://www.epilepsy.org.uk/living/daily-life/travel-advice-for-people-with-epilepsy>

You might want to consider the following:

	Notes
What information do you need to take with you? For example, the individual healthcare plan (IHP), emergency medicines care plan.	
Do you have enough members of staff who are trained to administer any medicines?	
Do you have enough members of staff who know what to do if a pupil has a seizure?	
Does the pupil need one-to-one support or a buddy in case they have a seizure?	

Do you have enough staff in case someone has to take care of a pupil for a long period of time?	
How will you store any medicines?	
Where can a pupil recover from a seizure?	
How will you deal with incontinence quickly and discreetly?	
Is there good mobile phone reception, in case an ambulance needs to be called?	
Does the pupil have any seizure triggers? Do they need to avoid stress, lack of sleep, or missing meals?	
If the pupil has sleep seizures, are the sleeping arrangements suitable? For example not on a top bunk?	
Do you need to make any adjustments to ensure a pupil can join in any planned activities?	