

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

RECORD OF OFFICER EXECUTIVE DECISION

Date of Decision:	27 th April 2026
Title:	Educational Visit Consent
Decision Maker: (Including Job Title)	Nicola Curley Executive Director Children & Young Peoples Services
Details of Specific Delegation or Delegation contained in the relevant Sub-Scheme of Delegation.	21 June 2021 Cabinet Meeting Minutes EDUCATIONAL VISITS POLICY Resolved:- (3) That approval for revisions to the appendices (working documents) of the Learning Outside the Classroom (LOtC) and Educational Visits Policy and Guidance is delegated to the Strategic Director of Children and Young People's Services, enabling updates to be made in a timely manner as and when required. Minute 8 refers.
Decision:	<ol style="list-style-type: none"> 1. To update Learning Outside the Classroom and Educational Visits Policy and Guidance Appendix 1: Consent Form. 2. To include in the Learning Outside the Classroom and Educational Visits Policy and Guidance appendices a specific consent form for visits abroad (Appendix 1A: Parental Consent and Medical Form for an Educational Visit Abroad)
Reasons for the Decision:	<p>It has been identified that the current consent form, included in the Learning Outside the Classroom and Educational Visits Policy and Guidance appendices, is placing schools and staff in a potentially vulnerable position under section 1 (3) Child Abduction Act 1984 when undertaking visits abroad.</p> <p>The current consent form does not identify who has parental responsibility.</p>

	The current consent form requires just one person to give consent for any type of visit.
Details of alternative options considered and rejected:	Not to update the consent form would leave staff in a potentially vulnerable position as above.
Conflicts of interest declared by any Cabinet Member consulted by the decision maker which relates to the decision:	None
Dispensations Granted: (If any)	None
Conflicts of interest declared by the Decision Maker if they sit as a Cabinet appointed representative to an outside body which relates to the decision:	None
Dispensations Granted: (If any)	None
Reports or parts of reports considered	Learning Outside the Classroom and Educational Visits Policy and Guidance Appendix 1: Consent Form. Learning Outside the Classroom and Educational Visits Policy and Guidance appendices a specific consent form for visits abroad (Appendix 1A: Parental Consent and Medical Form for an Educational Visit Abroad)

I certify that this is a true record of the executive decision to:

1. To update Learning Outside the Classroom and Educational Visits Policy and Guidance Appendix 1: Consent Form.
2. To include in the Learning Outside the Classroom and Educational Visits Policy and Guidance appendices a specific consent form for visits abroad (Appendix 1A: Parental Consent and Medical Form for an Educational Visit Abroad)

I confirm that in making this decision, due regard was given to the seven principles of public life.

Signed by the Decision Maker:

A handwritten signature in black ink, appearing to read 'Nicola Curley', with a decorative flourish underneath.

Dated: 27th April 2026

Name: Nicola Curley

Job Title: Executive Director Children & Young Peoples Services