



EDVENTURES | POLICY SUITE

Educational Programme and Learning Quality Policy

Document reference	EDV-POL-016
Legal entity	EJFVENTURES LTD (company number 16938508), trading as Edventures
Version	1.0 — harmonised edition
Policy owner	Edward Fairnington, Owner and Responsible Manager
Approved by	Edward Fairnington
Approval date	16 October 2026
Effective date	16 October 2026
Next scheduled review	16 October 2027
Review frequency	Annually, or earlier following significant change or incident
Approval signature	_____

1. Purpose

Edventures is committed to providing high-quality, inclusive and engaging activities that support participants in developing skills, confidence, independence, resilience and positive relationships.

This policy establishes how Edventures plans, delivers, monitors and improves its programmes to ensure activities are purposeful, appropriate and responsive to participants' needs.

Edventures recognises that meaningful learning can take place through practical experiences, physical activity, exploration, social interaction and reflection.

2. Scope

This policy applies to all Edventures activities incorporating planned learning, coaching or personal development, including:

- Children's and young people's climbing clubs.
- Adult climbing and recreational development activities.
- Wellbeing experiences where participants are introduced to outdoor skills or reflective activities.
- Organised group activities.
- Educational programmes expressly commissioned or advertised as such.

Edventures operates independently of schools and educational establishments unless a separate written agreement establishes a specific educational relationship.

Hiring school premises does not create a school programme, establish a curriculum obligation or imply school endorsement.

3. Responsibilities

3.1 Programme Lead

Edward Fairnington, as Programme Lead, is responsible for:

- Establishing programme aims and progression structures.
- Approving programme content and significant changes.
- Ensuring appropriate instructor qualifications are verified.
- Monitoring programme quality and participant feedback.
- Reviewing accessibility and inclusion arrangements.
- Maintaining programme records and improvement actions.
- Ensuring promotional information accurately describes the activities offered.

3.2 Session Leaders and Instructors

Session leaders and instructors are responsible for:

- Delivering activities within their qualifications, competence and authorisation.
- Preparing appropriate session plans.
- Considering participant needs and experience.
- Monitoring understanding, engagement and progress.
- Adapting activities safely.
- Providing constructive feedback.
- Reporting concerns and improvement opportunities.
- Recording relevant session outcomes.

All climbing instructors must hold the current, relevant National Governing Body qualification appropriate to the activity, environment and responsibilities undertaken.

Edventures verifies instructor qualifications and does not provide in-house instructor training or qualification.

3.3 Participants and Parents or Carers

Participants are encouraged to engage positively, follow safety instructions, communicate their needs and contribute feedback.

Parents and carers are encouraged to provide relevant information, support appropriate progression and communicate concerns.

4. Programme Design

Each recurring club or structured learning programme must have documented aims appropriate to its intended participants.

Programme planning considers:

- Age and developmental stage.
- Existing skills and experience.
- Physical and emotional readiness.
- Accessibility and additional support requirements.
- Participant interests and motivations.
- Activity-specific risks and safety requirements.
- Opportunities for progression and achievement.

The Programme Lead maintains a Club Programme and Progression Plan identifying intended outcomes, appropriate activities and indicators of development.

Programmes must be flexible enough to accommodate individual differences without compromising safety.

Progression is based on demonstrated readiness rather than attendance alone.

5. Teaching, Coaching and Learning Approaches

Edventures uses experiential and participant-centred learning approaches.

Depending on the activity, instructors may use:

- Clear explanation and demonstration.
- Supported practical participation.
- Guided discovery and problem-solving.
- Questioning and discussion.
- Individual and group challenges.
- Reflection and constructive feedback.
- Opportunities to practise and consolidate skills.

Activities should be engaging, appropriately challenging and adapted to participant needs.

Instructors must check understanding, particularly where safety-critical skills or instructions are involved.

Participants must not be encouraged to attempt activities beyond their readiness, the instructor's qualifications or the applicable risk assessment.

6. Progression and Achievement

Edventures recognises that progress can be demonstrated in different ways, including:

- Improved technical skills.
- Greater independence.
- Increased confidence.
- Effective communication.
- Teamwork and cooperation.
- Problem-solving.
- Appropriate risk awareness.
- Emotional resilience.
- Willingness to reflect and learn.

Where appropriate, instructors record meaningful progress observations.

These observations support programme planning and constructive feedback rather than formal academic assessment.

Movement between club levels is based on instructor assessment, participant readiness, suitability and available provision.

Edventures will not describe internal club progression as an externally accredited award unless such accreditation has been formally obtained.

7. Inclusion and Reasonable Adjustments

Edventures aims to provide inclusive and accessible learning opportunities.

Relevant individual needs should be identified through booking information, participant discussions and, where appropriate, agreed support arrangements.

Reasonable adjustments may include:

- Alternative communication methods.
- Modified activities or challenges.
- Additional explanation or demonstration.
- Adjusted pacing and rest opportunities.
- Appropriate equipment or environmental adjustments.
- Individualised progression goals.

Adjustments must remain consistent with safeguarding, safe supervision, instructor competence and activity risk assessments.

Where an activity cannot be delivered safely with the proposed adjustments, Edventures will discuss appropriate alternatives with the participant or parent or carer.

Decisions must be individual, proportionate and consistent with applicable equality obligations.

8. Educational Programmes and Group Bookings

Where Edventures expressly offers a dedicated educational programme, the Programme Lead will prepare a Learning Brief identifying:

- The commissioning organisation or group.
- Intended participants.
- Agreed learning objectives.
- Proposed activities and methods.
- Responsibilities for supervision and safeguarding.
- Any requested curriculum connections.
- Accessibility requirements.
- Intended evaluation methods.

Any curriculum alignment must be expressly agreed and accurately described.

Edventures will not imply curriculum accreditation, school approval or formal qualification outcomes without supporting evidence.

Ordinary recreational clubs do not require a separate educational Learning Brief.

9. Participant Preparation and Learning Resources

Edventures will provide information proportionate to the activity to help participants prepare and participate safely.

Resources may include:

- Joining instructions.
- Clothing and equipment guidance.
- Safety and participation expectations.
- An explanation of the session or club aims.
- Optional practice or reflection activities.
- Progression information.
- Relevant follow-up resources.

Information should be accessible, age-appropriate and understandable.

Where appropriate, parents, carers or group organisers may receive information to support participants.

10. Monitoring and Evaluation

Programme quality is monitored through:

- Instructor observations.
- Participant engagement and progression.
- Session evaluations.
- Participant and parent or carer feedback.
- Incident and near-miss findings.
- Accessibility concerns.
- Programme outcomes and improvement records.

Session leaders record significant issues or suggested changes after delivery.

The Programme Lead completes a formal review at the end of each club term or programme block.

A wider annual review considers programme effectiveness, participant experience, safety, inclusion and opportunities for improvement.

11. Continuous Improvement

The Programme Lead maintains a Programme Quality and Improvement Log.

Where improvements are identified, the record must include:

- The issue or opportunity.
- Evidence or feedback supporting it.
- The proposed action.
- The person responsible.
- The target completion date.
- Confirmation that the action was implemented.
- An assessment of effectiveness where appropriate.

Significant safety concerns must be escalated immediately under the relevant Edventures procedures rather than waiting for a programme review.

12. Information, Records and Confidentiality

Edventures maintains records proportionate to the activity and its operational requirements.

Records may include programme plans, session evaluations, participant progress observations, adjustment arrangements, feedback and improvement actions.

Personal information must be limited to what is necessary, accessed only by authorised individuals and handled in accordance with the Edventures Privacy Policy and Data Retention Schedule.

Sensitive medical, disability or safeguarding information must not be duplicated unnecessarily within general programme records.

Safeguarding records must be maintained separately in the approved restricted system.

13. Promotional Accuracy

All programme descriptions, website information and booking materials must accurately describe:

- Activity type and intended outcomes.
- Appropriate age ranges.
- Relevant experience requirements.
- Session duration and location.
- Fees and booking arrangements.
- Supervision and participation requirements.
- Relevant limitations or prerequisites.

Edventures must not guarantee individual achievement, progression or wellbeing outcomes.

Changes affecting booked participants must be communicated appropriately.

14. Related Policies and Procedures

This policy operates alongside:

- Edventures Safeguarding and Child Protection Policy.
- Edventures Health and Safety Policy.
- Edventures Medical Needs and Medication Procedure.
- Edventures Incident and Accident Reporting Procedure.
- Edventures Privacy Policy.
- Edventures Equality, Diversity and Inclusion Policy.
- Edventures Activity Risk Assessments.
- Edventures School and Venue Hire Provider Arrangements Policy.
- Edventures Complaints and Concerns Procedure.

15. Review and Approval

This policy will be reviewed annually, or sooner following:

- Significant programme changes.
- Relevant legislative or professional guidance changes.
- Serious incidents or safeguarding concerns.
- Identified shortcomings in programme quality.
- Substantial participant or stakeholder feedback.

Approved by: Edward Fairnington

Position: Programme Lead / Edventures Management

Approval date: 16 October 2026

Signature: *Original signed*