



We're here  
for young  
wheelchair  
users



# Planning School Trips

For wheelchair users

# Planning

There are lots of things you might want to consider during the planning phase of any event or activity with young wheelchair users. Some key factors include:

## Physical considerations

- How accessible is the venue?
- What is the safe capacity of the space in the event of an emergency?
- What facilities and equipment are available?
- How will you risk assess the activity and venue?
- What will you need to include on Personal Emergency Evacuation Plans (PEEPs) and individual care plans?

## Logistical considerations

- Is the location well connected and easy/inexpensive to get to? Will young wheelchair users be able to travel with everyone else or need to travel independently?
- How will you communicate with young wheelchair users and their families about the events and activities?
- Will you need assistance from additional adults?
- How will you keep young wheelchair users safe throughout?
- What are the needs and preferences of the young wheelchair users involved?

- What support will be required to allow young people to thrive, achieve and build confidence during the activity?
- Will there be space for young wheelchair users to get changed if needed?

## Emotional and psychological considerations

- Are you and other facilitators going into the event with a positive outlook and attitude?
- How will you and other facilitators encourage young wheelchair user should they need it?
- How will you and other facilitators recognise when a young wheelchair user has reached the limit of what they are comfortable with?

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**“We consider the needs and preferences of the participants we are working with so they can fully engage and realise their potential.”**  
*Macrobert Arts Centre*



## Working with providers

Whether it's a school trip, a reward trip, or a residential, it is likely that at some point you will be booking a trip with an external provider. To make sure the trip and any activities planned run as smoothly as possible, it's essential to work closely with providers and give them all the information they need to make the trip a success.

Our delivery partners say that any and all information they can receive ahead of time is helpful, but in particular it is useful to flag the number of wheelchair users taking part, any specific needs they have, if anyone uses a particularly large or heavy wheelchair, and any activities that you have planned. You could even take a leaf out of Surfing England's book by creating a pen picture diagram with young wheelchair users!

“We ask for a pen picture diagram and information which includes, transfer ability, limb movement range, weight bearing ability, water confidence, medical condition, verbal comprehension, kinetic comprehension and if they have any walking ability.”

*Surfing England*





# On the day

Once the event is planned and everything is in place, there may be additional things to think about and remember on the day to ensure everything runs smoothly. Whizz Kidz delivery partners recommend:

- Being enthusiastic but patient with young people.
- Always balancing safety against fun.
- Ensuring everything is prepared and ready before the day.
- Carefully considering the size of groups – making sure they are big enough for young people to have fun together but not so big that anyone feels intimidated.
- Giving young wheelchair users the opportunity to be independent when they want to be.



**"All our sessions are run with three key aims to keep it safe, to be a fun experience and everyone to learn something from it."**  
*Surfing England*

As with anything in life, you may face unexpected obstacles or challenges on the day. First and foremost, don't panic! Keep calm and be ready to adapt when and where needed. In order to avoid unexpected challenges, you can look to prevent these ahead of time with extra preparations:

- Surfing England said that young people can sometimes lack the confidence to

take part in their surf sessions, with many people thinking they won't be able to surf or feeling rightly apprehensive about it. To help surfers feel more confident, they have created a series of videos of both more experienced surfers and newcomers which help to answer lots of the questions and concerns about taking part. They also make sure to have experienced para surfers at first-time events to offer advice and help put participants at ease.

- Our partners, **Make Change BWCB**, use the STEP model, which is part of government guidance, to get people active and look at challenges of Space, Task, Equipment and People. They overcome challenges by looking at how they can adapt their delivery to suit the needs of individuals so that they can achieve. Most importantly they remind us:



**"Even something small [and] achievable is a bonus and a good start and we can expand on this in the future, an example of this is perhaps, raising your hand higher than before, or moving in your chair a little further for the first time."**

*Make Change BWBC*

However, not everything can be planned for and sometimes you will need to pivot and change plans in the moment. There will always be lessons to learn which will only make future events better!

# Final top tips

- Envisage the activity planned in the space, considering likely pinch points and how best to mitigate these
- Put the work in to ensure that there are appropriate evacuation plans in place and capacities set.
- If a site visit is possible, these can prove invaluable to gain lived experience that might not otherwise be considered.
- Be open-minded and patient.
- Make sure you have a solid plan, have completed training in advanced, and have the correct equipment, but remain open to adaptations.
- Check with your audience and ask the organisation or provider you're working with.
- Plan ahead and adapt where possible to support individual's needs.
- Always expect the unexpected.
- Smile, have fun and believe anything is possible!

## Whizz Kidz Delivery Partners

Whizz Kidz work closely with many excellent and accessible partners who are experts at creating fun and inclusive experiences for young wheelchair users. We'd like to thank Macrobert Arts Centre, Surfing England and Make Change BWCB for their help and advice in creating this guide.

### Macrobert Arts Centre

Macrobert Arts Centre, Stirling, is Central Scotland's leading multi-arts centre, delivering an extensive and high-quality programme of theatre, dance, music, visual arts and screenings as well as a range of creative activities for young people.

[You can find out more about Macrobert Arts Centre on their website.](#)

### Surfing England

Surfing England are the national governing body for surfing in England. They are a membership organisation run for and by surfers, working with surf schools, clubs and coaches from Scarborough to Sennen.

[You can find out more about Surfing England on their website.](#)

### Make Change BWCB

Make Change BWCB was founded with the belief that everyone should have the opportunity to participate in sports, regardless of their abilities. Their team is passionate about adapting any sport to support the needs of individuals, making it inclusive for all.

[You can find out more about Make Change BWCB on their website.](#)





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