

EVOLVE

Educational Visits and Activities Management System

Midlothian
Midlothian Council Outdoor Learning

Managing Off Site Visits

Educational Visits Online visit and activity planning, processing, monitoring and reporting tool

Bill Stephen – Principal Teacher Outdoor Learning

- New online web based system – Replace EV1 system
- This system will change how educational and community establishments plan, manage report and evaluate off site activity.
- Remove barriers and adopt a low bureaucracy approach to offsite visits
- Result – more visits!!

EVOLVE
Educational Visits and Activities Management SystemMidlothian
Midlothian Council Outdoor Learning**EVOLVE**

Educational Visits and Activities Management System

“It is proven to reduce paperwork, simplify procedures, produce self-review and inspection preparation data, and improve staff confidence in that they automatically follow both employer, and National Guidelines”



• **COMPREHENSIVE**
One-stop-shop for everything
'learning outside the classroom'.

WHY EVOLVE

• **VERSATILE** •
EVOLVE can be used on your desktop, computer, tablet or mobile – perfect for on-the-go!



- Large increase in approvals
- Guideline Changes - i.e. GOT – system will reflect planned revisions to MLC guidelines
- Industry standard
- Track record
- Scotland community users increasing –share data
- Fully approved by digital services security
- Cost effective

Midlothian
Midlothian Council Outdoor Learning

Benefits For Midlothian Educational Establishments

- A one stop source of information for establishments educational visits
- Allow schools/ to evaluate and record educational visits
- Provide a clear audit trail
- Flexible approach to planning
- Speed up approval
- Reduce paperwork and time scales which will ultimately lead to more opportunities for learners to go offsite
- Audit visits by outcome, type, staff leaders, cost, etc
- Highlight areas of trip planning weakness

Midlothian
Midlothian Council Outdoor Learning

How does it work?

- Different levels of access and accounts
- Teachers and staff have individual staff accounts to access the system, plan visits, seek approval, check policy RA's
- Visit coordinators have ability to check submissions before they are passed to next level.
- Head Teachers/HOE - wider access to approve monitor and evaluate
- LA – run reports monitor and approve
- Notification by email



Next Steps

- Demo of System Tuesday 24th Feb – Lasswade 1600-1700
- Who Should Attend – EVC's.....+?
- Pilot Groups selected
- Training embedded in VLT and EVC Training
- + Twilight sessions to support pilot groups
- Test until May 2015
- Establishments switch August 2015
- Complete Dec 2015



Access – <http://midvisits.org.uk>

