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Policy statement: Outings

It is my policy to keep children safe on outings whilst in my care.

Procedure (how I put the statement into practice)

In order to do this I will ensure that:

The ratio of adults to children on any outing will never be less than 1 child to 6 children (of which no more than 3 are under the age of 5 and no more than 1 under the age of 1).

I carry out a trial run and full risk assessment of the proposed outing, noting opening times, timetables for public transport/car parking arrangements and toilets/nappy changing facilities etc. I also take into account any national or local COVID restrictions.

I obtain written parental permission for children to take part in outings whilst in my care.

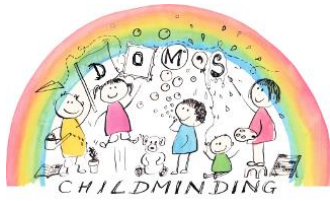
I take essential records and equipment for each child on outings as necessary, including contact telephone numbers for parents, a first-aid kit and a mobile telephone.

I keep records of my own and any other vehicles in which children are transported, including insurance details, a list of named drivers, and I make these available to parents.

I will ensure that I and any other driver transporting children in their own vehicle have adequate business insurance cover and age appropriate car safety seats. This also applies to the use of mini cabs.

I make parents aware of what I will do in the event of a lost child (please refer to my Lost Child procedures).

This policy also links with my accident and emergency procedures and Lost Child procedures.



Date policy was written	19/09/24
This policy is due for review on the following date	20/09/26

This policy supports the following EYFS requirements:

Meeting the Early Years Foundation Stage Safeguarding and Welfare Requirements

Safety and Suitability of premises, environment and equipment, Risk assessment, Outings

*It is not an EYFS requirement to get parental permission for outings, but it is good practice to do so and share your plans with parents