

## Outings policy.

**Flying Start** are aware that the outside environment is a rich source of learning for the children and aim to provide outings and trips to enhance the children learning and development. Safety is the highest priority when organising any outings or trips and the risks are minimised by taking the following actions below.

### Risk Assessment:-

Before any trip the area is pre-visited to access any potential risks. We look at the parking facilities, equipment in area, surrounding areas, toilet facilities, accessibility, shelter, if there is a first aid point, telephone, animals, other users of this area and any other concerns.

### Outings Ratio: -

Our adult/child ratio will be:

2-3 years 1:2

3 - 5 years 1:3

Outing Ratios will be decided on the age and capability of each child; however the required ratio will never be exceeded.

### First Aider: -

A qualified First Aider with a current Paediatric First Aid Certificate must be present.

(First Aiders must repeat courses every 3 years)

If an accident was to occur we would follow the 'Procedure in the event of an accident.'

### Insurance: -

Keep Insurance up to date, which does include outings to local places.

### Parents Permission:-

On the registration form parents are asked to sign the outing declaration giving permission for their child to 'go on local supervised trips e.g. to the local library, shops, post-box.

### Toileting: -

Only Staff will assist in toileting, whilst on the outing, unless the Childs parent is present. If a member of staff needs to use the bathroom the children, in her group, will be watched by another member of staff and parent helpers. Children will not be taken into the cubicle if the staff member needs the toilet.

### Family Events: -

On an outing which parents and siblings have been invited, the parent will have sole responsibility for the safety of their child/children. Staffs, parents/careers are made aware that no alcohol, drugs or smoking will be permitted.

### Safety: -

We will ensure that the following measures will be taken.

1. Risk assessment of area we wish to visit.
2. Permission has been gained from the parent/guardian.
3. Contact numbers will be taken for emergencies.
4. Mobile phone.
5. First aid kit.
6. Tissues, wipes, anti-bacterial hand cleanser, spare clothes, sunblock, sun hats if needed.

7. Bottle of water and refreshments if needed.
8. Rubbish bag.
9. Request all parents and adults refrain from smoking or drinking alcohol.
10. If any equipment in local play areas is hazardous we will notify those responsible for the maintenance.

We have an outing rucksack which contains the items listed above ready to use at anytime.

If a child goes missing we will follow the 'Lost child procedure from outings.' And if there is an accident or injury or a child falls ill, then we would follow our 'Procedure in the event of an accident or incident' and 'Injury and Illness Policy.'

<b>This policy was adopted on</b>	<b>Signed on behalf of the nursery</b>
<i>09/11/2021</i>	<i>Sarah Maynard</i>