Outings Policy

Aim of the Policy

*Next Steps Day Care, Outings Policy is in place to give guidelines for the safety and security of the children during off site visits.*

To extend the experiences and curriculum provided at next steps day-care, children may participate in off site visits. These visits are usually in small groups to places of interest which complement the learning taking place each day within the setting or just a nice trip out.

Permission for a child to go off site is requested during the admission and settling in process. (This is by signing the policies and procedures slip). Once given, parents/guardians are not required to provide any further permission.

For outings further away needing to use the car parents would have signed a transport permission policy so that the child can go out in the car.

When taking children off site the following will apply:

• Only trips that have been risk assessed can take place.

• Only children with signed permission will be taken out of the setting.

• Outings will be undertaken to places of interest which, where applicable, will compliment learning.

• Outings will only take place if ratios can be maintained, both on the Outings and within the setting for the children who remain.

• A small first aid kit will be taken on each Outing.

* A team member with a current First Aid Certificate will accompany the Outing

• A mobile telephone will be taken on each Outing, for emergency contact use.

• A head count will also be taken at regular intervals during the visit.

• A yellow high visibility vest should be worn by all children who will be on the outing.

• Contact details of the children, team members and helpers will be taken on each Outing.