



# Policy 150 – Outings

#### **Policy statement: Outings**

I believe taking children out can be hugely beneficial to their development. Outings can include trips to the shop, park, playgroups, softplay areas such as 'Creepy crawlies' or occasional trips to places such as the National Railway Museum, the Farming Museum or Askham Bryan Wildlife & Conservation Park 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 adult to 3 children under 5 (different ratios apply for older children).

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 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 and 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 policy).

Policy 150 – Outings Policy (08/18)

Page 1 of 2





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

## This policy supports the following requirements and standards:

## England

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

www.domschildminding.com

Policy 150 – Outings Policy (08/18)

Page 2 of 2

