

Aclet Close Nursery School

Safeguarding and Welfare Requirement: Safety and Suitability of Premises, Environment and Equipment

Children must be kept safe on outings.

Supervision of children on outings and visits

Policy statement

Children benefit from being taken out of the setting to go out on visits or trips to local parks, or other suitable venues, for activities which enhance their learning experiences. Staff (and volunteers) in our Nursery follow the following procedures to keep children safe on outings:

Procedures

- Parents sign a general consent registration for their children to be taken out as part of the daily activities of the setting
- There is a risk assessment for each venue carried out, which is reviewed for each trip
- Parents are always asked to sign specific consent forms before major outings
- The school adheres to suggested ratios of adults to children
- Staff take a mobile phone on outings as well as a supply of tissues, wipes, spare clothing, medicines required for individual children and a first aid kit. The amount of equipment will vary and be consistent with the venue and number of children as well as how long they will be out of school
- Staff have access to contact numbers of parents/carers and staff are familiar with our Missing Child Policy
- Records are kept of the coach company used to transport children

Policy written: **September 2018**

Policy reviewed: **September 2019/September 2020/October 2021/September 2022/December 2023**

Due for review: **December 2024**