

This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.



Outings Policy

Parental permission will be sought at registration for children to be taken out of the Pre-school premises on group walks to the local park or around the village along tarmac footpaths and by minibus to Huish Woods Scout Campsite.

Children will only be taken out when the staff/adult ratio is as follows:

- 2yr olds: a ratio of 1 adult to 2 children
- 3yr olds: a ratio of 1 adult to 3 children
- 4yr olds: a ratio of 1 adult to 4 children

Planned outings to other locations, such as a walk along the river or over the fields or trips requiring a minibus will require additional parental permission slips to be completed prior to the event.

The following checks will be made before an outing is confirmed to children, parents and carers.

- A risk assessment of the journey and destination will be carried out which will help to assess its suitability and maintain the safety of the children and adults. *Reference should be made to the school in the case of all new activities, to seek guidance from the EVC in respect of potential ECLive assessment.*
- A review of the general provisions of the destination will also be carried out, so that preparations can be made with reference to appropriate clothing.
- Our insurance policy will be checked to ensure that the pre-school is covered for the outing
- Appropriate transport e.g. mini bus or coach will be provisionally hired along with a suitably insured driver.
- A member of staff who holds an up to date Paediatric First Aid Qualification must accompany the children along with an appropriately equipped first aid box.
- A mobile phone will be available and working for use on the outing, the number of which shall be known to the parents/carers before the outing.
- A list of children's names and contact details will be taken on the walk/outing as well as a register of the children in attendance.
- Adults will be allocated specific children to escort on the walk and children will wear coloured bibs that match the adult.

November 2018

Review October 2019

“For I know the plans I have for you... plans to give you hope and a future.” Jeremiah 29:11