

OUTINGS

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 1:6; three of which would always be over the age of 5. In exceptional circumstances, e.g. where the ratios differ, the outing would be risk assessed to ensure that the individual needs and safety of all children can be met and that suitable resources and equipment are available, e.g. buggies/car seats.

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 also take into account any national or local COVID restrictions.

I obtain written parental permission for children to take part in regular, local outings whilst in my care. Parents will be informed of any longer, further afield outings in advance of taking their child.

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).

This policy also links with my Accident and Emergency procedures and Lost Child policy.

OUTINGS

Childminder's name	
Childminder's signature	
Date	
Parent(s)' name	
Parent(s)' signature	
Date	

Date policy was written	27 th February 2021
This policy is due for review on the following date	27 th February 2022