

# Mrs Bonds Village Nursery

## Outings policy

### Statement of intent

The nursery believes that the safety of the children is of paramount importance, a full risk assessment is carried out prior to any outing to help aid in the children's safety.

### Aim

To give children a time that they can enjoy and have fun, whilst being properly supervised in the safest possible means.

### Methods

As required by Ofsted, and the national standards, standard no. six.

- We have agreed procedures for the safe conduct for outings.
- A risk assessment is carried out before an outing takes place.
- We always seek written parental consent before any major outings.
- Parents sign a general consent form on registration for their children to be taken out as part of the daily activities of the nursery.
- Staff ratios will take into account the nature of the outing and the age of the children but will never be less than the legal requirements as stated in the Statutory Guidance of the EYFS, we try to aim for one adult to every two children
- We encourage parents and carers to come with their children on outings.
- The children are appropriately supervised to ensure no child gets lost and that there is no unauthorised access to children.
- Records are kept of the vehicles used to transport children, with named drivers and appropriate insurance cover.
- If the outing requires coach travel, we will only use a reputable coach company and check to ensure they have seat belts.
- The venue will be checked by a member of staff prior to the outing to check that it is suitable for groups of children and children with special needs.
- If food and drink is offered during the outing, a check is made for allergies and other dietary requirements.
- A member of staff fully qualified in first aid will always be present on outings.
- A first aid kit will be carried on all outings, and any information on special health requirements of children.
- A mobile phone will be carried on all outings.
- A list of contact numbers for parents and staff will be taken.
- Spare cloths, nappies and wipes will be carried on the outing.

For those children remaining at the nursery, the adult to staff ratio will continue to meet the legal requirements